



LAND SETTLEMENT AGENCY

Unit : Corporate Services Unit
Position : Senior Research Specialist

Job Summary

Organizes and executes programmes of research relevant and to support the mandate of the Land Settlement Agency of the Ministry of Housing and the Environment, including but not limited to the collection, analysis and publication of basic statistical data.

Organizational Relationships

- Reports to the Chief Executive Officer, , interfaces with Ministries, Agencies, and other units of the LSA.

Duties and Responsibilities

1. Conducts detailed research and present recommendations and findings into appropriate housing and building technologies.
2. Conducts detailed research into appropriate social, health, economic and environmental programmes.
3. Assist in the development of Community Development Policies and Strategies for implementation by the LSA.
4. Analyses and evaluates the effectiveness of social and economic programmes and presents evaluation reports on findings.
5. Assist in the preparation of Public Consultation and Participation Policies and Strategies for implementation by the Land Settlement Agency.
6. Assists in the preparation of Cabinet Notes, Policy documents and Administrative Reports.
7. Provide technical support and recommendations in the periodic review of the legislation, procedures and institutional and organizational structure of the Land Settlement Agency.

8. Any other related duties or other functions as may be assigned by the CEO and the Land Settlement Committee.

Qualifications, Training and Experience

- A first degree in Economics, Statistics, Sociology, Urban Planning or Management.
- Postgraduate qualifications in Social Sciences will be an asset
- Five (5) years' experience in conducting research
- Evidence of presentation of papers at workshops and conferences