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| **Agency** | The Treasury |
| **Location** | Australian Embassy, Beijing |
| **Position Number** | BJ12-002 |
| **Position Title** | Economist |
| **Classification** | LE6.1 |
| **Section** | The Treasury |
| **Reports to (title)** | Minister-Counsellor (Treasury) |
| **Status** | Ongoing, Full-time |
| **Gross Annual Salary**  | RMB 400,524.15 (plus loading if applicable) |

**About The Australian Treasury**

Treasury is the Australian Government’s pre-eminent economic adviser. Treasury’s purpose is to support and implement informed decisions on policies for the good of the Australian people, consistent with achieving strong, sustainable economic growth and fiscal settings.

As the Australian Treasury’s office in Beijing, our responsibilities include monitoring and analysing developments in the Chinese economy and effectively communicating them to colleagues in Australia.

To monitor economic and financial market conditions in China, we engage with banks, industry, market analysts and academics as well as key Chinese government agencies and regulators where practical. We also work closely with other government agencies represented in the Australian Embassy, like the Reserve Bank of Australia and the Department of Foreign Affairs and Trade (DFAT).

Treasury’s Beijing office comprises two staff posted from Australia and three locally engaged staff.

**About the position**

The Economist position is a key part of the Treasury team. The position will identify, interpret and communicate emerging issues in the Chinese economy and foster and maintain relationships with relevant local contacts.

A key part of the role is maintaining this knowledge under limited supervision by building a network of contacts, monitoring the economic and financial news and by analysing data and reports released by the National Bureau of Statistics and other institutions.

Some travel within China may be required.

**The key responsibilities of the position include, but are not limited to:**

* Identify and interpret developments in the Chinese economy and financial markets and communicate findings to a broad, non-technical audience via regular reports. This will include short policy briefs with quick turnarounds as well as longer term, in-depth research.
* Initiate, develop and maintain a network of contacts in Chinese financial institutions, industry and academia.
* Contribute to the strategic planning for Treasury office’s research and reporting program.
* Assist with analysis and briefing to support visiting delegations, including the Treasurer and senior Treasury officials.
* Work in a collegiate and collaborative manner to support local and Australian colleagues to further their understanding of macroeconomic conditions and relevant policy developments.

**Qualifications/Experience**

* A demonstrated understanding and experience in economics, financial markets and public policy. This includes a high-level understanding of China’s political and economic environment and a capacity to analyse China through an economic framework.
* Tertiary qualifications are essential, with economics/finance/public policy desirable.
* Proficiency with databases and data manipulation is essential. Experience with statistical analysis is desirable.
* Fluency in written and spoken English and Mandarin.
* A current network of contacts with knowledge of China’s economy and financial markets.
* A proven ability to engage with familiar and unfamiliar topics in the Chinese economy, develop a high-level understanding, identify key issues and succinctly communicate any findings.
* Strong written and spoken communication skills to clearly and persuasively engage with colleagues and contacts and to concisely detail emerging issues in the Chinese economy.
* A demonstrated ability to initiate and foster productive working relationships with a diverse range of internal and external stakeholders.
* The ability to adapt to changing circumstances, including a willingness to propose ways forward when required; and
* The capacity to work independently and as part of a team, manage your own work program, balance competing priorities and deliver high quality written work relatively quickly.

## What the Australian Embassy offers

* Attractive remuneration package that includes performance bonuses, additional insurance coverage, 14 public holidays and generous leave provisions.
* Safe and secure workplace where safety of employees is a high priority, and a diverse and inclusive workplace is actively promoted.
* Opportunity to work in a diplomatic mission and interact with colleagues from a broad range of interesting areas.
* Opportunity to learn new skills and meet unique challenges.

**How to Apply**

Your application, written in English and addressed in the title “Application for Economist + your name”, should include:

* Curriculum Vitae (maximum 2 pages)
* Application for Locally Engaged Staff Employment (please see Attachment A)
* Maximum 500 words pitch (further instructions below)

Please email your application to **beijinghrrecruitment@dfat.gov.au** **before -17:00 on Sunday, 11 May 2025**. Applications received after this time will not be considered.

For further information about this position, please contact **beijinghrrecruitment@dfat.gov.au**.

Please note that only applicants short-listed for interview will receive a written reply. If you have not received any communication from the Human Resources Section of the Australian Embassy within four weeks after the close of application, please consider your application unsuccessful. Thank you for your understanding and your interest in working at the Australian Embassy, Beijing.

**Attachment A: Application for Locally Engaged Staff Employment**

Position you are applying for: Date available for work**:**

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| **PERSONAL INFORMATION** |
| Title:  | Last Name: | First Name: |
| Email Address: | Contact Number: | Citizenship(s) |
| Address:  |
| Are you eligible to work in the country in which you are applying for a position? Yes [ ]  No [ ] *(Note: to be eligible to work in this country you should be a citizen, hold or be able to obtain an appropriate working visa)* |
| How did you hear about the vacancy? [ ]  Website of the Australian Embassy [ ]  WeChat account of the Australian Embassy [ ]  Website of Beijing Diplomatic Service[ ]  Lie Pin [ ]  Others (please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **PREVIOUS AUSTRALIAN GOVERNMENT EMPLOYMENT Yes** [ ]  **No** [ ]  |
| Have you ever been employed by the Australian Government, either in Australia or overseas? If yes, please provide the details.If yes, did you ever receive a redundancy or other payment benefit? |
| **REFERENCES** |
| Please provide the names and email addresses of two work-related referees whom we can contact. Both referees should be able to comment on your work performance. |
| **REFEREE 1** |
| Title: | First Name: | Last Name: |
| Organization: | Position Title: |
| Relationship to Applicant | Years of Relationship: |
| Contact Number: | Email Address: |
| **REFEREE 2** |
| Title: | First Name: | Last Name: |
| Organization: | Position Title: |
| Relationship to Applicant | Years of Relationship: |
| Contact Number: | Email Address: |
| **APPLICANT’S STATEMENT** |
| The above information, to the best of my knowledge, is true and correct. I consent to the mission collecting and using information, and to relevant employers / supervisors disclosing information, in relation to my work performance and conduct for the purpose of assessing my suitability to carry out the duties of the position I have applied for, and suitability for employment. I understand that misstatements or omissions in my disclosures may result in a failure to hire or immediate discharge if they are discoveredAccept: Name: Date: |

**Guidance for your 500 words pitch**

Your 500 words pitch should be compelling and convincing. It is a chance to tell the panel why you are the right person for the job. The panel wants to know why you are interested in the role, what you can offer DFAT, and how your skills, knowledge, experience and qualifications are applicable to the role. It should be **a maximum 500 words (12 font).**

• Say what you did (actions) and the result (outcomes)

• Use practical and substantiated outcomes

• Show your resilience and adaptability

• Highlight your strengths and interests

• Don’t assume the panel knows you or your work

• Make it appealing and interesting e.g. demonstrate how you ‘solved a difficult issue’

• Stick to the point – quality not quantity

• Use the word limit wisely

• Don’t repeat what’s already in your CV

• Ensure you check the spelling before you submit your application