

VACANCY NOTICE

Applications are invited from suitably qualified persons for appointment to the post of **Legal Adviser** within the Ministry of Finance, Government of St. Kitts and Nevis.

JOB DESCRIPTION

JOB TITLE: Legal Adviser

REPORT TO: Financial Secretary

DUTIES AND TASKS:

1. Provide legal advice to the Ministry of Finance, in particular, and the Government of St. Kitts and Nevis, in general, on legal issues especially those related to finance.
2. Advise the Financial Secretary and Competent Authority for tax exchange matters on exchange mechanisms (Tax Information Exchange Agreements and Double Taxation Conventions) with treaty partners and requests for exchange of information.
3. Serve on intra-governmental committees and boards of Government Agencies and Statutory Bodies, as required.
4. Represent the Government of St. Kitts and Nevis at all levels of court, as required.
5. Draft/review legal documents.
6. Serve as an assessor for OECD Global Forum Peer Reviews when required.

QUALIFICATIONS AND EXPERIENCE:

- LL.M in Banking and Financial Law
- Strong analytical and research skills
- At least five (5) years of relevant working experience

SALARY:

- Salary will be commensurate with qualifications.

Applications should be addressed to:

Chief Personnel Officer, Human Resource Management Department, Government Headquarters, P. O. Box 186, Church Street, Basseterre, St. Kitts.

Applications may also be emailed to: finsec@govt.kn/ sknmof@gmail.com/ [humanresources@govt.kn.](mailto:humanresources@govt.kn)

The deadline for the receipt of applications is 31 May 2016.