

VACANCY ANNOUNCEMENTS

English translation

Head of the Finance and Economics Department

The Central Office of the National Statistics Committee of the Republic of Uzbekistan invites you to join its team!

We are looking for a strong leader who is ready to actively contribute to the development of one of the country's key public institutions, efficiently manage financial and economic processes, and introduce modern approaches to planning and analysis.

Vacancy: Head of the Finance and Economics Department.

Key responsibilities

Strategic financial management and budgeting

- organize and lead the preparation of the Committee's draft budget within the framework of medium-term and annual budget planning;
- personally ensure that budget requests, calculations, and financial and economic indicators are properly substantiated;
- prepare decisions on the allocation and reallocation of budget funds, taking into account public policy priorities and the organization's objectives.

Financial accounting, reporting, and internal control

- assume full responsibility for the reliability, timely submission, and quality of financial, budgetary, and analytical reports;
- oversee the proper maintenance of budget accounting and the recording of transactions in the UZASBO system;
- organize internal financial controls and manage financial risks.

Oversight of the targeted and efficient use of budget funds

- systematically monitor budget execution and compliance with financial discipline;
- take measures to prevent inefficient and unjustified expenditure;
- prepare materials concerning identified deficiencies and violations and assume personal responsibility for implementing corrective measures.

Public procurement

- lead the financial oversight of public procurement at every stage;
- conduct mandatory financial and economic reviews of contracts and competitive bidding and tender documentation;
- monitor the availability of budget limits and the legality of financial obligations.

Economic analysis and management reporting

- conduct in-depth financial and economic analysis of the organization's activities;
- prepare forecasts, analytical reports, and proposals for management;
- develop measures to improve the efficiency of budget resource utilization.

Team management and cooperation

- lead the department, assign tasks, and monitor their implementation;
- assess employee performance, introduce a KPI system, and develop staff capacity;

- cooperate with the Ministry of Economy and Finance, treasury bodies, and supervisory authorities;
- represent the organization's interests during inspections, reviews, and audits.

Compliance with legislation

- ensure unconditional compliance with budget, financial, and tax legislation;
- monitor compliance with internal regulations and procedures;
- participate in drafting and updating internal regulatory documents.

Requirements

- a higher education degree in economics or finance; a master's degree or additional professional training in financial management is an advantage;
- at least 7 years of experience in finance and economics, including at least 5 years in public-sector organizations;
- demonstrated practical experience in budget planning and execution;
- advanced knowledge of the UZASBO system and other budget accounting tools;
- in-depth knowledge of the National Accounting Standards of the Republic of Uzbekistan and budget legislation;
- at least 3 years of practical experience in accounting;
- at least 5 years of managerial experience, including management of a unit and accountability for results;
- ability to make management decisions and take personal responsibility for their financial implications;
- professional business fluency in Uzbek and Russian; knowledge of English is an additional advantage;
- high standards of discipline, professional ethics, confidentiality, analytical ability, and management skills.

Employment benefits

- competitive salary, agreed individually;
- professional development and career growth opportunities;
- the opportunity to work in a public administration system with a high level of responsibility;
- organization-funded professional development and training programmes;
- social guarantees and benefits in accordance with the law.

Head of the Legal Department

The Central Office of the National Statistics Committee of the Republic of Uzbekistan invites you to join its team!

The Central Office of the National Statistics Committee invites an experienced and qualified professional to apply for the position of Head of the Legal Department. The successful candidate will be ready to actively contribute to the development of one of the country's key public institutions, effectively organize the legal work of the Central Office, conduct legal reviews, and protect the organization's interests.

Duties and responsibilities

- lead all work related to the department's activities and ensure the timely and high-quality performance of assigned duties and functions;
- participate in discussions of matters concerning the department at operational meetings and in the development of appropriate measures;
- request, in accordance with established procedures, information required for official purposes and for organizing the department's work from structural units of the Committee's Central Office, territorial departments, and organizations within the Committee's system;
- conduct legal reviews of draft regulatory legal acts, including anti-corruption reviews, and participate in drafting, amending, and repealing such acts;
- study international experience when drafting, preparing, reviewing, and conducting legal reviews of draft regulatory legal acts;
- systematize, register, and maintain legal documents using modern information technologies;
- prepare regulatory legal acts relevant to the area of responsibility and develop proposals on drafts submitted by ministries and agencies;
- perform other duties stipulated by the job description and applicable legislation.

Qualification requirements

- a completed higher education degree in law;
- at least 3 years of professional legal experience, including at least 1 year in national-level public authorities or organizations;
- knowledge of the applicable legislation of the Republic of Uzbekistan, including the Constitution, regulatory legal acts, and the rules of civil, civil procedural, labour, financial, tax, administrative, official statistics, economic procedural, and criminal law; knowledge of legislative drafting, records management, and litigation and claims procedures, together with demonstrated ability to apply them in practice;
- awareness of current developments in Uzbekistan's domestic and foreign policy and an understanding of sector-specific regulatory legal acts;
- teamwork skills, commitment to continuously improving knowledge and qualifications, ability to exchange experience and introduce advanced ICT practices; professional courtesy and management ability; practical and theoretical knowledge of drafting, amending, and repealing regulatory legal acts, conducting legal reviews, and concluding and terminating contracts and agreements under civil, business, and labour law;
- advanced proficiency in computer systems and MS Office applications;
- full proficiency in Uzbek; preference will be given to candidates who also know English and Russian.

Benefits

- formal employment in accordance with labour legislation;
- personal and professional development within the public administration system;
- the opportunity to work with highly qualified professionals and contribute to major public-sector projects;
- competitive, stable, and timely salary payments;

- working schedule: five days per week, full-time;
- social guarantees and benefits in accordance with the law;
- comfortable workplace and a supportive team;
- organization-funded professional development and training programmes.

Human Resources Specialist

The National Statistics Committee of the Republic of Uzbekistan invites you to join its team!

The Central Office of the National Statistics Committee, one of the country's key public institutions, invites an energetic and qualified professional who is ready to contribute to the development of the organization's most important resource—its people—to apply for the position of Human Resources Specialist.

If you are passionate about unlocking employee potential, introducing modern HR processes, and shaping organizational culture, this position is for you!

Duties and responsibilities

- develop and introduce modern HR approaches, including HR policy, performance management systems (KPIs), and employee motivation and development;
- develop and administer programmes for competency development, employee training, and professional development;
- participate in projects related to organizational culture development, change management, and increased employee engagement;
- provide analytical support for HR decisions and prepare reports, analytical materials, and proposals for management;
- participate in organizing and holding international forums, seminars, and conferences, and coordinate internship and professional exchange programmes;
- participate in implementing HR initiatives aimed at institutional development and improved organizational resilience;
- source and attract candidates, including targeted searches for key specialists;
- support candidates throughout all stages of recruitment and during the onboarding process.

Qualification requirements

- a bachelor's or master's degree, or an equivalent qualification, in human resource management, management, economics, organizational development, or a related field;
- at least 1 year of experience in HR, organizational development, change management, or project management;
- practical experience or sound understanding of KPI and performance management systems, competency development and employee training, HR policy, and modern HR tools;
- analytical thinking and the ability to structure data and prepare well-founded proposals;
- strong execution discipline and results orientation;
- excellent written and spoken communication skills in Uzbek, Russian, and English;
- ability to use software applications: MS Office at a confident or advanced-user level; experience with Python, Stata, R, Power BI, SQL, or C++ is an additional advantage;
- strong communication skills and the ability to work in a team and collaborate across departments.

Benefits

- formal employment in accordance with labour legislation;
- personal and professional development within the public administration system;
- the opportunity to work with highly qualified professionals and contribute to major public-sector projects;
- competitive, stable, and timely salary payments;
- working schedule: five days per week, full-time;
- social guarantees and benefits in accordance with the law;
- comfortable workplace and a supportive team;
- organization-funded professional development and training programmes.

Economist-Analyst (Leading or Chief Specialist)

The Central Office of the National Statistics Committee invites responsible and proactive candidates with strong analytical thinking to apply for the vacant position of Economist-Analyst.

Duties and responsibilities

- analyse statistical data and prepare analytical reports;
- improve data collection and analysis methods;
- ensure the quality, reliability, and comparability of statistical data;
- conduct macroeconomic and statistical analysis;
- work with databases;
- prepare tables, charts, and visualizations;
- apply methods of mathematical statistics, econometrics, and machine learning;
- prepare and present analytical materials.

Qualification requirements

- a higher education degree in economics, statistics, finance, mathematics, or a related field;
- skills in Excel and statistical software, including Python, Power BI, SQL, Stata, EViews, R, or similar tools;
- experience working with large datasets;
- knowledge of Uzbek, Russian, and English;
- analytical and critical thinking, communication skills, attention to detail, and ability to work in a team.

Benefits

- formal employment in accordance with labour legislation;
- personal and professional development within the public administration system;
- the opportunity to work with highly qualified professionals and contribute to major public-sector projects;
- competitive, stable, and timely salary payments;
- convenient working schedule: five days per week, full-time;
- social guarantees and benefits in accordance with the law;
- comfortable workplace and a supportive team;
- organization-funded professional development and training programmes.

Head of Data Governance and Artificial Intelligence

We are looking for a highly qualified leader capable of directing the development of data governance and the introduction of artificial intelligence technologies in Uzbekistan's official statistics.

Key responsibilities

- formulate and implement the Data Governance and AI strategy;
- introduce modern approaches to data governance, integration, quality assurance, security, and use;
- develop solutions based on artificial intelligence and machine learning;
- coordinate projects involving data warehouses, Big Data, metadata, and administrative data sources;
- lead the team and cooperate with public authorities, international organizations, and technology partners;
- introduce international standards and advanced international practices.

Key requirements

- in-depth professional knowledge and demonstrated practical experience in Data Governance, Data Management, and Artificial Intelligence;
- a higher education degree in information technology, artificial intelligence, data science, statistics, economics, applied mathematics, or another related field; education at a leading international institution is an advantage;
- confident command of Uzbek, Russian, and English;
- managerial experience, strategic thinking, and strong analytical skills;
- experience developing and implementing data governance policies, architectures, and systems;
- ability to lead complex inter-agency and technology projects.

Additional advantage

- International work experience, participation in projects of international organizations, and experience cooperating with national statistical offices or public information systems will be a significant advantage.

Employment benefits

- competitive salary, agreed individually;
- professional development and career growth opportunities;
- the opportunity to work in a public administration system with a high level of responsibility;
- organization-funded professional development and training programmes;
- social guarantees and benefits in accordance with the law.