

TORs for the position of

Advisor for Development Budget

Position	Advisor for Development Budget
PPS	11
No. of Posts	01
Qualifications	16 Years education (Masters or graduation) in Economics, Public Finance, Development Economics, Public Policy, Business Administration (Finance) or a related discipline from a university recognized by the Higher Education Commission (HEC).
Experience	At least 15 Years' Experience in development budgeting, public financial management, public investment management, macroeconomic analysis, or fiscal policy .
Duration	Initial appointment on contract for two years, extendable subject to satisfactory performance.
Salary	Standard pay package equivalent to PPS-11.
Duties and Responsibilities / TORs	▪ Advise the Ministry on formulation and implementation of development budget policies. ▪ Review and analyze PSDP proposals submitted by Ministries/Divisions. ▪ Evaluate budget estimates, project costs, financing plans, and resource requirements. ▪ Monitor utilization of PSDP allocations and identify implementation bottlenecks. ▪ Coordinate with the Finance Division regarding budget ceilings, releases, and supplementary grants. ▪ Review PC-I, PC-II, PC-III, PC-IV and PC-V documents from a financial and budgetary perspective. ▪ Develop budget forecasting models and expenditure projections. ▪ Prepare policy briefs, cabinet summaries, and presentations on development budgeting. ▪ Advise on fiscal sustainability and prioritization of development projects. ▪ Coordinate with Federal Ministries, Provincial Governments, development partners, and international financial institutions on budget-related matters. ▪ Support implementation of Public Investment Management (PIM) reforms. ▪ Conduct financial analysis, cost-benefit assessments, and value-for-money reviews of major development projects. ▪ Develop guidelines, manuals, and SOPs relating to development budgeting. ▪ Prepare quarterly, annual, and special reports on development budget performance. ▪ Perform any other task assigned by the competent authority relating to development planning and budgeting.