



Terms of Reference

Job Title: Financial Analyst
Position: Contracted / Full-Time
Location: PUC HQ – Georgetown
Report to: Chairman/Secretary

The Public Utilities Commission (PUC) hereafter referred to as the Commission is a statutory body with responsibility for the electricity, water and sewerage and the telecommunications sectors. The Commission was established under the Public Utilities Commission Act No. 26 of 1990 and now operates under the Public Utilities Commission Act No. 19 of 2016.

The PUC has the specific mandate for quality of service, tariff setting, the approval of development and expansion programmes, facilitating access and interconnection and in general performs regulatory, investigatory, enforcement and advisory functions in Guyana.

At present the Commission exercises statutory oversight over the Guyana Power and Light Inc. (GPL), Guyana Water Inc. (GWI), One Communications Inc. (formerly GTT Inc.), U-Mobile (Cellular) Inc. (Digicel), E-Networks Inc. (ENet), Green Gibraltar and Quark Telecommunications Inc.

The Commission is seeking an individual on a full-time basis to support its Finance Division. In addition to the general responsibilities spelt out below, the successful candidate will be required to be proficient in the Licenses/ Agreements and the respective legal frameworks governing the service providers under the Commission's purview.

General Responsibilities

The successful candidate will be required to:

- Analyze, review and report on financial data and submissions from service providers. This will include the review of trends in revenue and expenditure among other areas.
- Conduct periodic research and studies on technological developments and tariff structures in the electricity, water, and telecommunications sectors within the Caribbean and other regions.

- Monitor telecommunications undertakings for anti-competitive practices, including all promotional offerings and advise the Commission on the impact of any potential anticompetitive findings and make the appropriate recommendations.
- Maintain an electronic database on each service provider inclusive of their financial and non-financial activities.
- Review tariff applications submitted to the Commission and collaborate with the relevant personnel on the compilation of Orders of the Commission.
- Monitor the rate charges and promotions of the service providers to ensure compliance with the Commission's Orders.

Qualifications and Experience

- ACCA/CPA or a Bachelor's degree in Accountancy /Finance
- Relevant experience/post graduate credentials would be an asset.
- Outstanding verbal and written communication skills.
- Strong analytical and research skills.

Applications

Applications in English language with full curriculum vitae details, including nationality, work experience, educational qualifications, summary of professional skills and/or expertise, language proficiency, coordinates and other relevant information, should be submitted via email to the:

The Secretary, Public Utilities Commission at secretary@puc.org.gy and copied to secretariat@puc.org.gy with the subject line: *Application for Vacancy – Financial Analyst*.

Applications can also be submitted via postal service addressed to:

The Secretary
Public Utilities Commission
106 New Garden Street
Queenstown
Georgetown
P.O. Box 1081

Deadline: January 17, 2025

Only shortlisted applicants will be acknowledged.