

**Job Description of Head of Research (SPPS-III)**

1. Oversee the preparation of Trade and Economic data concerning Pakistan and the world.
2. Preparation of tailor-made analysis reports.
3. Ability to analyze data both on a micro and macro level.
4. Preparation of periodic trade monitoring reports, newsletters etc.
5. Responsible for and assigning research related tasks received by Wings of the Ministry to researchers.
6. Regular tracking of trade related data updates on major indicators for the Ministry of Commerce.
7. Feeding information in dashboard used for data analysis / illustration.
8. Background research for development of export strategies and policies etc.

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