TRINIDAD & TOBAGO SPECIAL ECONOMIC ZONES AUTHORITY

CAREER OPPORTUNITY

The Trinidad and Tobago Special Economic Zones Authority (TTSEZA) is seeking to recruit a suitable qualified candidate for the following position on contract for **six (6) months**:

Junior Analyst, Economic and Research Development

JOB SUMMARY

The Junior Analyst, Economic and Research Development, provides research and administrative support to the Policy and Planning function. The position assists with gathering, organising and analysing economic, trade, investment, and market information to support TTSEZA's planning, investment promotion, and business development activities.

KEY DUTIES AND RESPONSIBILITIES

- Conduct research on the Trinidad and Tobago economy, key industries, investment trends, competitor countries, and Special Economic Zone operations and incentives in other jurisdictions.
- Gather, maintain, and analyse relevant economic, trade, market, and investment data from reliable sources to support planning and decision-making.
- Assist with market and competitor research to identify potential business and investment opportunities and assess the potential economic impact of proposed initiatives.
- Assist in developing basic economic and investment scenarios and provide analytical support for fee structure, business cases, investment proposals, and strategic initiatives.
- Prepare reports, presentations, briefing notes, and other research materials to support the Policy and Planning function.
- Collaborate with internal departments and external stakeholders in undertaking research and planning activities, and perform other related duties as assigned.

QUALIFICATIONS AND EXPERIENCE

- Bachelor's Degree in Economics or a related field.
- Two (2) years of relevant experience in research, economics, finance, trade, or a related area would be an asset.

Trinidad and Tobago Special Economic Zones Authority (TTSEZA)
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- Strong analytical, research, and problem-solving skills.
- Good working knowledge of Microsoft Office, particularly Excel and Word.
- Good written and oral communication skills.
- Ability to work effectively both independently and as part of a team.

COMPENSATION

- Salary commensurate with qualifications and experience within the range of $8,500.00 - $10,000.00 per month.

HOW TO APPLY

Interested candidates can submit their applications via email no later than **Friday, November 13, 2026, at 4:00 pm to: humanresources@seza.gov.tt.**

All applications must be accompanied by a Cover Letter and a detailed resume, and contact details for at least two (2) character references.

We thank all applicants for their interest and advise of the following:

- Only applications in response to this advertisement will be considered;
- Only candidates shortlisted for the interview will be contacted.