



هيئة الزكاة والضريبة والجمارك
Zakat, Tax and Customs Authority

JOB DETAILS			
Job Title	Modeling and Research Director		
Job Code	TBD		
N-1	Risk & Analytics	N-2	Risk Analytics
N-3	Modeling and Research	N-4	N/A
N-5	N/A	N-6	N/A
Reporting to	Risk Analytics General Manager	Direct Report(s)	<ul style="list-style-type: none">• Risk Analytics Lead Expert• Risk Analytics Supervisor• Risk Analytics Lead Specialist• Risk Analytics Senior Specialist• Risk Analytics Specialist

JOB PURPOSE
The job holder is responsible for managing the development of data collection methodology while safeguarding the reliability of extracted information and data sources, monitoring assessments of datasets, defining the comprehensive roadmap of the development of mathematical, statistical, and artificial intelligence models to assist into achieving ZATCA's vision by capturing untapped risks related to traders and taxpayers, and monitoring the evaluation process to recommend needed improvement actions.

ROLES AND RESPONSIBILITIES	
Key Accountability Areas	Key Activities
Strategy and Planning	<ul style="list-style-type: none">• Contribute to the development of Risk Analytics business plan ensuring alignment with ZATCA strategy• Develop the operational plan for Modeling and Research in line with Risk Analytics business plan and Risk & Analytics strategic plan• Implement plans and provide input to enable achievement of Modeling and Research goals that support ZATCA's overall strategic plans



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Budget Management	<ul style="list-style-type: none">• Discuss Modeling and Research budgeting requirements with top management and provide input to the budgeting process• Ensure effective utilization of Modeling and Research budget, and report accurately on progress made and challenges encountered• Investigate and propose implementing initiatives that result in positive financial impact for Modeling and Research and mitigates financial and operational risks
Research and Planning	<ul style="list-style-type: none">• Lead the development of detailed plan and related guidelines for proper development of mathematical and statistical model to identify and select high-risk taxpayers, passengers, importers, exporters, brokers• Review and approve identified risk methodologies and approaches applicable within ZATCA ensuring needed improvement are reflected on risk engines to enhance measurement effectiveness• Manage development of collection methodology of data and needed information and validate set protocols to safeguard the reliability of extracted information and integrity of data sources
Advanced Analytics and Modeling	<ul style="list-style-type: none">• Monitor the assessment of gathered data to identify new patterns pertaining to nature, size, sector and type of taxpayers and importers• Instruct the development of algorithms to optimize risk exposures and ensure complementing traditional risk analytics to spot unidentified patterns and optimize fraud detection• Manage the development of predictive model using machine learning algorithms to initiate assessment of passengers' risk and forecasting accordingly risk areas
Evaluation	<ul style="list-style-type: none">• Supervise development of interactive dashboards to keep track of stakeholder's risk behaviour including but not limited to taxpayers, passengers, importers, exporters, and brokers ensuring effective communication with relevant teams for proper action• Monitor quality assurance reviews to check performance assessment results and identify accordingly areas for improvement• Instruct development of corrective and preventive action plan recommending needed actions for improvement and ensuring proper implementation



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People Management	<ul style="list-style-type: none">• Participate in the identification and recruitment of key talent• Guide, mentor and support direct reports in order to execute duties according to set policies and processes• Develop individual performance objectives, provide necessary support, evaluate/appraise team and provide regular feedback on performance• Establish a high-performance working environment and promote ZATCA values
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COMMUNICATIONS AND KEY TOUCH POINTS	
Internal Stakeholders	External Stakeholders
<ul style="list-style-type: none">• All ZATCA	<ul style="list-style-type: none">• N/A

JOB QUALIFICATIONS AND REQUIREMENTS	
Knowledge and Experience	<ul style="list-style-type: none">• An optimal of 8 years of relevant experience, with a preferred 3 years of experience in managerial level
Education and Certifications	<ul style="list-style-type: none">• Bachelor's degree in Statistics, Computer Science, Information Technology, or equivalent is required• Master's degree in Statistics, Business Administration or equivalent is preferred

VERSION TRACKING				
Version		Name	Date	Signature
v.1.0	Prepared By			
	Approved By			