



REPUBLIC OF NAMIBIA

OFFICE OF THE PRIME MINISTER

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Ref.: **13/18/5**
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Department Public Service Management
BPI House, Independence Avenue
PO Box 1117
WINDHOEK

17 September 2025

**TO: SECRETARY TO THE CABINET
ALL EXECUTIVE DIRECTORS
DEPUTY AUDITOR-GENERAL
DIRECTOR: NAMIBIA CENTRAL INTELLIGENCE SERVICES
CHIEF ELECTORAL AND REFERANDA OFFICER
SECRETARIES: NATIONAL ASSEMBLY/NATIONAL COUNCIL**

CC: PUBLIC SERVICE COMMISSION

PSM CIRCULAR NO. H OF 2025

VACANCIES IN THE PUBLIC SERVICE OF NAMIBIA

The vacancies contained in the annexure currently exist on the establishments of various Offices/Ministries/Agencies. You are herewith requested to timeously bring this circular to the attention of all staff members who may qualify within your Office/Ministry/Agency. Candidacy is not limited to Public Servants. Preference will be given to Namibian Nationals.

INSTRUCTIONS

1. All requests for internal advertisements are to be forwarded by e-mail to Ms Eelu at Pombili.Eelu@opm.gov.na, not later than the 10th of each month at 14H00. **The Offices/Ministries/Agencies are requested to ensure that only approved funded essential services posts are forwarded for advertising. Approval must be obtained from the Secretary to Cabinet and the posts must be budgeted for.**

2. Offices/Ministries/Agencies must take full responsibility to ensure that any e-mail sent to the Department is not virus infected because it will not be opened and processed. The consequences will be borne by the Office/Ministry/Agency whose e-mail contains viruses. In the event of any computer dysfunction at the above e-mail address, an alternative e-mail address will be provided.
3. Offices/Ministries/Agencies who have decentralized their human resources functions retain the responsibility of co-coordinating their recruitment and advertising efforts. This office will only deal with the headquarters.
4. All Offices/Ministries/Agencies are urged to make sure that the contents of the requests e-mailed for advertising are correct in all respects because this office will not edit nor take the responsibility for any wrongly placed advert.

(a) To Candidates

NB: Candidacy is not limited to Public Servants only. Preference will be given to Namibian Nationals.

- (i) **Applications (on form 156043) must be addressed to the Executive Director of the relevant Office/Ministry/Agency at the address indicated in the annexure and must be submitted via the Human Resource Office.**
- (ii) Applications must be accompanied by a **comprehensive curriculum vitae and certified copies of educational qualifications. All foreign qualifications must be evaluated by the Namibia Qualification Authority (NQA).**
- (iii) A separate application must be submitted for each post applied for and the number of the circular as well as the post designation and relevant post number (where applicable) must be clearly indicated on each application form (form 156043).
- (iv) The required appropriate experience referred to in the annexure includes all previous appropriate experience, irrespective of which rank or post it was acquired in, as well as appropriate experience gained whilst employed in the private sector (where applicable).
- (v) Note must be taken that competition for vacancies have been limited. **Staff members must have completed their probation successfully and may only compete for vacancies, which are on the next higher grade/post level** (e.g. a Senior Administrative Officer Grade 10 whose

probation is confirmed can apply for a vacancy of Chief Administrative Officer Grade 8).

(b) To Offices/Ministries/Agencies of Candidates

(i) Each application that is received by the Human Resource Office must be submitted to the relevant Office/Ministry/Agency at the address indicated in the annexure, under cover of the prescribed form ZO/352(1).

(ii) Representations for retention of services:

- The Public Service Commission considers the movement of staff members on promotion between Offices/Ministries and Agencies as a sound staff practice and it will consider applications for the retention of services only in exceptional circumstances.
- Representations in this connection must, at the time when the prescribed form ZO/352(1) is forwarded, be directed to the Commission. A remark to this effect in remark column is not permissible. The Commission will not receive representations received after it has already made a recommendation for filling of a post, which involved transfer between Offices/ Ministries/Agencies. Once approved the transferred staff member is in the employ of the new Office/Ministry/Agency.
- Any temporary arrangements between the affected two Executive Directors for the short-term retention of the staff member will be mutual agreement between those permanent secretaries. If necessary formal secondment can be resorted to if the situation so dictates (vide PSSR BVII/IX on secondment)

(c) To the Offices/Ministries/Agencies whose vacancies are contained in the Annexure

(i) Applications which do not meet the requirements set out in paragraphs 4(a) (i), (ii) and (iii) as well as paragraph 4(b) (i) above, must be returned without further delay to the relevant Office/Ministry/Agency for rectification.

(ii) Applications are scheduled on form ZO/353(1) according to the prescriptions contained in PSSR B.II/II.

(iii) The schedule [form ZO/353(1)] as well as the application form and other relevant documents of all scheduled candidates must be submitted to this department together with the letter of nomination. Full motivation must be provided with regard to the candidates not nominated. The last column on the right-hand

side of the schedule [form ZO/353(1)] must be used for this purpose.

General

Candidates as well as Offices/Ministries/Agencies are advised to take cognizance of the provisions of PSSR B.II/II, especially paragraphs 2.6, 2. 7 and 2.8 of the said chapter.

5. All staff members who were appointed/promoted/transferred to job designations or job categories with relaxation of the prescribed educational qualifications will no longer be allowed to advance further in the job categories for which relaxations were granted, unless they obtain the prescribed educational qualifications required for the job designations they are aspiring to.

6. CLOSING DATE: 17 October 2025

Signed by Joyce W. Mukubi

JOYCE W. MUKUBI

DEPUTY EXECUTIVE DIRECTOR: DPSM

MANAGEMENT CADRE

MINISTRY OF AGRICULTURE, FISHERIES, WATER AND LAND REFORM DEPARTMENT OF WATER AFFAIRS DIRECTORATE WATER RESOURCE MANAGEMENT DIVISION HYDROLOGY (SURFACE WATER)

Post designation	:	Deputy Director Grade 4
1x Post	:	Windhoek
Scale of salary	:	N\$ 517 195 – N\$ 543 728 per annum
Salary Notch	:	N\$ 517 195 per annum
Housing allowance	:	N\$ 121 560 per annum
Motor Vehicle Allowance	:	
Capital Cost	:	N\$ 83 106 per annum
Running Cost	:	N\$ 27 811 per annum
Total Allowance	:	N\$ 110 917 per annum

Minimum requirements: A BSc Honours Degree in Hydrology or Geohydrology or Water Engineering or Natural Resources Management or related water qualification plus a minimum of nine (9) years' practical experience in water and natural resource management and experience in administration and management of an organization with staff from different scientific, technical and social disciplines.

Additional requirements: Candidates with subjects like Mathematics, Statistics, Physics, Geography and Computer Sciences, at Post graduate level would be a strongly recommended.

Duties and responsibilities: The incumbent will head the Division: Hydrology and work under the general direction of the Director: Water Resource Management in the Department of Water Affairs and Marine Resources in the Ministry of Agriculture, Fisheries, Water and Land Reform; to ensure proper management of surface water in the country.

He/She shall be responsible among others, at managerial level, for:

- National Hydrological Services functions in Namibia, including collection, processing, storage, publication and dissemination of hydrological data
- Assessment of and advice on surface water resources at international, national, regional and local levels
- Hydrological investigations at international, national, regional and local levels
- Flood monitoring and hydrological advice on flood management
- Implementation of the Water Resources Management Act, 2013 (Act 13 of 2013);
- Control of works in rivers, including impoundments, water abstraction and diversion and flood protection works
- Assistance with hydrological data collection and flood monitoring during rainy season as required
- Compilation, updating and management of a surface water database;
- Programming, implementation and guidance concerning routine tasks and projects;

- Technical, financial, personnel and administrative management of Division: Hydrology
- Coordination and supervising the implementation of Divisional Annual Plan and Functions;
- Implement Cabinet decisions pertaining to Water Resources Management.
- Implement of the Performance Management System in the Division;
- Motivation, productivity, training and correct placement of Divisional staff;
- Give due consideration to the responsibilities, needs and task requirements of all sections within the Division;
- Manage the Divisional Recurrent, as well as Capital budgets in the best interests of the Directorate;
- Accountability for the financial management and controls concerning the budget;
- Maintain a policy of transparent and good working relations with other Divisions and Directorates within the Ministry, with other line Ministries and with the general public;

NB: All Management Cadre posts are subject to security clearance.

ENQUIRIES: Ms Maria Amakali

Tel: (061) 208 7161

**DEPARTMENT OF LAND REFORM, RESETTLEMENT AND REGIONAL PROGRAMME
IMPLEMENTATION
DIRECTORATE OF REGIONAL PROGRAMME IMPLEMENTATION
DIVISION LANDS: ZAMBEZI REGION**

Post designation	:	Deputy Director Grade 4
1x Post	:	Katima Mulilo
Scale of salary	:	N\$ 517 195 – N\$ 543 728 per annum
Salary Notch	:	N\$ 517 195 per annum
Housing allowance	:	N\$ 121 560 per annum
Motor Vehicle Allowance	:	
Capital Cost	:	N\$ 83 106 per annum
Running Cost	:	N\$ 27 811 per annum
Total Allowance	:	N\$ 110 917 per annum

Minimum requirements: A Bachelor Degree in Land Management or Land Administration or Land Valuation or Geomatics or GIS or Regional and Rural Development or Natural Resource Management or Agriculture plus nine (9) years appropriate experience in land management or administration of which three (3) years must be at Grade 6 or at equivalent level.

Main duties:

- Responsible for planning, organizing, staffing, leading, controlling and coordinating of activities of the Division.
- Provide overall technical , personnel and financial management to the Division
- Establish, develop, and manage operation capacity at regional level
- Provide services in the area of resettlement, land use planning and communal land administration
- Coordinating regional activities for survey/mapping, valuation and deeds registration

- Establish and maintain communication and service delivery channels with other stakeholders
- Ensure implementation of ministerial policies, plans and programmes and regional level
- Any other duties as may be assigned.

NB: All Management Cadre posts are subject to security clearance.

APPLICANTS SHOULD NOTE THE FOLLOWING:

- Applicants within the Public Service must attach proof of confirmation of probation to their application for employment. Applicants who are not in the Public Service must attach confirmations of employments from their previous and current employers.
- Applicants with foreign qualifications must attach proof of evaluation of such qualifications from the Namibia Qualifications Authority (NQA);
- Applicants who only partially complete and or do not sign application forms, or who do not attach originally certified Identification Documents, Qualifications will be disqualified. Hence applicants must fully complete the application form including Health Questionnaire. Where it is not applicable, applicants must indicate not applicable;
- Applicants must attach a comprehensive Curriculum Vitae (CV) to the application form for each position applied for;
- Please note all documentation must be originally certified and must be attached to the application form.
- Applicants must use one (1) application form for each position applied for;
- Applicants in designated groups particularly women and people living with disabilities who are able to perform the required duties are strongly encouraged to apply;
- Only shortlisted candidates will be contacted. No application forms for employment, CVs and other supporting documents will be returned to the applicants;
- Faxed applications will not be considered and ;
- Applications (Form 156043 obtainable at all Government Offices) together with a comprehensive Curriculum Vitae and certified copies of educational qualifications and identity document(s) must be submitted to:

**The Executive Director
Ministry of Agriculture, Fisheries, Water and Land Reform
Private Bah 13184
Windhoek OR**

**HAND DELIVERED AT:
Ministry of Agriculture, Fisheries, Water and Land Reform
Luther Street
Government Office Park
Windhoek**

Enquiries: Mr. Petrus-Canisius Nangolo at Tel No. 061 296 5337

MANAGEMENT CADRE

MINISTRY OF EDUCATION, INNOVATION, YOUTH, SPORTS, ARTS AND CULTURE DEPARTMENT: LIFE LONG LEARNING, ARTS AND CULTURE

Post Designation	:	Deputy Executive Director Grade 2
1 x Post	:	Windhoek (Head Office)
Salary Scale	:	N\$ 600 319 – N\$ 637 063
Motor Vehicle Allowance		
Capital Cost	:	N\$ 116, 340.00 per annum
Running Cost	:	N\$ 33, 011 per annum
Total Cost	:	N\$ 149, 351.00 per annum
Housing Allowance	:	N\$ 142, 104.00 per annum

Minimum Requirements: A B-degree at NQF L7 plus 9 years appropriate experience.

Supplementary Selection Requirements:

- A B-Degree in Adult Education/Information Science/Library/Arts/Heritage and Culture will be an advantage.
- Master degree in the appropriate fields will be an added advantage.
- The candidate must have a driver license.

Key Duties and Responsibilities:

- Compliance with and interpretation of the Public Service Act, Education Act, Public Service Staff Rules, Regulations and other relevant Acts and Regulations.
- Overall supervision of the Ministry's Directorates e.g. Adult Education, Arts, National Heritage and Culture and Namibia Library and Archives Services.
- Active participation in the Ministry's Management Committee Meetings and a variety of internal, inter-ministerial and regional committees as well as relevant Boards and Trust.
- Leadership role in education policy development, advise on and direct the implementation of new programmes and national policies e.g. National Literacy Programme etc.
- Work towards continuous improvement of structures, procedures and the morale, skills and productivity of staff in order to improve access to and quality of education.
- Actively participate in programme design, staff development, educational research, planning, budgeting, development and implementation of innovative programmes and projects, and interaction with the donor community and NGOs.
- Member of the Executive Management Team (EMT), Management Committee Meeting (MCM), Management Policy Coordinating Committee (MPCC), Training Committee, the Ministry's Budget Preparation Committee and Tender Committee.
- Daily Management, leadership, oversight and overall coordination of the programme implementation.
- Execute financial control over budget provisions of different directorates.
- Negotiation of aid and budgetary support and the management of donor funds and assess progress on implementation of strategic plan targets.

Enquiries: Mr. Petrus Elago **Tel: (061 - 2933240)**

Note: All interested applicants should complete the necessary Application Forms 156043 and Health Questionnaire 156094 (obtainable at any government office), attach a detailed comprehensive Curriculum Vitae (CV), **original certified** copies of qualification (s) with **transcript of qualification (s)**, Identity Document, testimonials and confirmation of probation if applicable. All foreign qualification (s) must be accompanied by an evaluation from Namibia Qualification Authority (NQA). In terms of Affirmative Action Plan, suitably qualified racially disadvantaged persons, persons with disabilities and women are encouraged to apply.

Applications should be addressed to:

Ministry of Education, Innovation, Youth, Sports, Arts and Culture
Human Resource Office
Private Bag 13186
Windhoek

Or hand delivered to:

Ministry of Education, Innovation, Youth, Sports, Arts and Culture
Government Office Park, Luther Street
Human Resource Office, 2nd Floor,
East Wing, Room No. 275

MANAGEMENT CADRE

MINISTRY OF HEALTH AND SOCIAL SERVICES
DIRECTORATE: ATOMIC ENERGY AND RADIATION PROTECTION
DIVISION: NATIONAL RADIATION PROTECTION AUTHORITY
SUBDIVISION: NUCLEAR APPLICATIONS

Post Designation	:	Deputy Director Grade 4
1x Post	:	Windhoek (Head office)
Salary scale	:	N\$ 517 195 – N\$ 543 728
Housing benefits	:	N\$ 121 560 per annum
Motor Vehicle Allowance		
Capital Cost	:	N\$ 83106
Running Cost	:	N\$ 25 811
Total Allowance	:	N\$ 110 917

Minimum Requirements: A BSc (Hons) degree in any of the disciplines of natural sciences and/or engineering with nine (9) years appropriate experience of which five (5) years should be at overhead Supervisory Level.

Additional requirements: Candidate must have a Master of Science degree in related field of nuclear science and technology and appropriate experience in managing technical programmes, with emphasis on project development and management of nuclear related projects; applied radiation science; radio-analytical services; radiation related technical services; policy development.

Key performance areas:

- Planning, implementation and monitoring
- Resources mobilisation & management of the division
- Radioanalytical and technical and services
- Education and skills development
- Nuclear projects development and management
- Stakeholder engagement

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Please take note that only shortlisted candidates will be considered and no personal documents will be returned.

Applications must be addressed to: The Executive Director, Ministry of Health and Social Services, Head Office, Private Bag 13198, Windhoek.

Hand delivery to: Human Resources Management office, Ministerial Building (Head Office) Harvey Street, Windhoek.

Enquiries: Ms. NT Tauya, Human Resource Management Office, Head office, Tel. No.: 061-2032189 or 2039111.

MANAGEMENT CADRE

ERONGO REGIONAL COUNCIL DIRECTORATE: FINANCE AND ADMINISTRATION DIVISION: ADMINISTRATION

Post Designation	:	Deputy Director Grade 4
1x Post	:	Swakopmund
Housing Allowance	:	N\$ 121,560 per annum
Motor Vehicle Allowance	:	
Capital Cost	:	N\$ 83, 106 per annum
Running Cost	:	N\$ 27, 811 per annum
Total Allowance	:	N\$ 110 917 per annum

Minimum requirements: An appropriate B. degree at NQF L7, plus 9 years appropriate experience in the field of Public Management, Business Management, supply chain management and Public Sector Procurement Management.

Additional requirements: Honours/Master's Degree Qualifications in Public Management/Administration and/or Business Administration, supply chain Management and Public Sector Procurement Management will serve as an added advantage. Candidate must have a valid Code B Driver License.

Main Duties:

- Oversee Regional Tender Board activities.
- Assist in the formulation, implementation, Monitoring & Evaluation of the strategic plans.
- Responsible for council records management systems
- Identify the staffing needs within the Division.
- Identify the training needs of staff members and make recommendations to the Director General Services.
- Responsible for the timely compilation of Regional Council minutes.
- Ensure timely dissemination of agendas, notices and correspondences for council and management committee meetings.
- Ensure contract management on fleet, stores and security services. Move to Deputy Director Administration
- Responsible for the compilation of the divisional budget.
- Responsible for procurement and maintenance of Councils assets, records management and information technology system.
- Responsible for the development of the management plan for the Division.
- Ensure adherence to procurement procedures.
- Ensure the interpretation and application of relevant legislations policies and regulations on administrative matters.
- Compile and submit monthly, quarterly and annual reports to the Director.
- Responsible for the coordination and implementation of Disaster Risk Management Unit activities.
- Direct, coordinate and supervise activities in the division.
Carry out any other official duties assigned from time to time.

MAIN AREAS OF COMPETENCY

- System/ process coordination
- Government (Regional Council) business knowledge
- Personal drive ambitions and effectiveness
- Analytical and critical thinking
- Leadership qualities
- Good communicator in both oral and written
- Ability to generate concepts and ideas
- Team building and inclusiveness

People from designated groups and people with disabilities are encouraged to apply.

Fully completed probation period and proof of such should be attached as evidence

Interested applicants must complete the revised Public Service application form 156043 ("APPLICATION FOR EMPLOYMENT") and Form 156094 ("HEALTH QUESTIONNAIRE"), which are obtainable at all government offices.

Failure to complete all items on the application forms correctly and not attaching all the necessary documents will disqualify the application.

A comprehensive Curriculum Vitae, originally certified copies of Educational Qualifications, Identity Document, testimonials for candidates from outside the public service must be attached to the applications.

All foreign qualifications must be submitted with an evaluation report from Namibia Qualifications Authority (NQA).

Applications should be addressed to:

The Chief Regional Officer
Erongo Regional Council
Private Bag 5019
SWAKOPMUND

Or hand deliver to:

Human Resources Office
Erongo Regional Council
461 Tobias Hainyeko Street
SWAKOPMUND

Faxed applications will not be considered.

**Enquiries: Dr. M Ntelamo Tel.no. 064-4105750/Ms MJ Nicolao Tel: no.064-410
5758**

MANAGEMENT CADRE

ZAMBEZI REGIONAL COUNCIL DIRECTORATE: FINANCE AND ADMINISTRATION DIVISION: HUMAN RESOURCES

Post Designation	:	Deputy Director Grade 4
1x Post	:	Katima Mulilo
Salary Scale	:	N\$ 517 195 – N\$ 543 728
Housing Allowance	:	N\$ 121 560 per annum
Motor Vehicle Allowance	:	N\$110 917 per annum

Minimum Requirements: A B Degree on NQF level 7 in Human Resources Management OR Public Administration/Management majoring in Human Resources plus nine (9) years appropriate experience of which 6 years should be on the level of Chief Human Resource Practitioner Grade 6.

Additional requirements:

- An appropriate qualification at NQF level 8
- Completed courses and experience in Sage 300 people payroll system/ VIP payroll systems and Computer skills.
- Possession of a valid driver's license is a prerequisite.

Main Duties of the Job

- Advise the Accounting Officer and other line managers on all human resource related matters.
- Facilitate the implementation of the Performance Management System.
- Coordinate the training and development of human resources.
- Ensure that human resource decisions of the Council are implemented.
- Collaborate with line ministries in the implementation of human resource programmes at the Regional level.
- Responsible for the compilation of the human resource budget.
- Responsible for drafting the Affirmative Action Plans and Reports for the Regional Council.
- Ensure communication, coordination and awareness of HR policies and procedures impacting on decentralization amongst line ministries, Regional Councils and Local Authorities.
- Ensure the implementation and review of divisional management plans.
- Facilitate proposals for the abolition and creation of posts on the structure of the Regional Council.
- Ensure the establishment of the Workplace Wellness Programme and the implementation thereof.
- Overseeing and supervise all human resource activities and report to the Director General Services on monthly and quarterly basis.
- Conduct inspections within the Regional Council to ensure compliance with prescribed staff rules and standards.
- Participate in the formulation, implementation, Monitoring & Evaluation of the Strategic Plans.

- Coordinate the assessment of staffing needs of the Regional Council and have the necessary establishment proposals drafted for consideration by the Office of the Prime Minister.
- Ensure that all staff movements (appointments, transfers, promotions, demotions, discharges, etc) are properly recorded and relevant information transmitted to the Public Service Commission through the Ministry of Regional, Local Government, Housing and Rural Development.
- Applications (Form 156043 obtainable at all Government offices) together with a comprehensive curriculum vitae and certified copies of educational qualifications. Failure to complete all items on the application form for employment and not attaching all the required documents will disqualify the application
- Foreign qualifications must be accompanied by NQA evaluation
- Applicants within the Public Service must attach proof of confirmation of probation to their application for employment and those outside the Public Service must attach testimonial, certificate of service from former and current employer in respect of work experience.
- Person in the designated groups and person with disabilities are encouraged to apply.

NB: Only shortlisted candidates will be contacted and no personal documents will be returned.

Enquiries: Mr. S.N. Simwanza
Tel (066) 261700

Applications on (form 156043) should be addressed to:

The Chief Regional Officer
Zambezi Regional Council
Private Bag 5002
Katima Mulilo
TEL: (066) 261700
OR

Hand delivered to the Human Resources Division, Zambezi Regional Council, 1st Floor, Katima Mulilo

**NATIONAL ASSEMBLY SECRETARIAT
DIRECTORATE: LEGAL SERVICES**

Post designation	:	Chief Legal Officer Grade 4
1 x Post	:	Windhoek
Salary Scale	:	N\$517 195-N\$ 543 728
Housing Allowance	:	N\$121 560 per annum
Motor Vehicle Allowance		
Capital Cost	:	N\$83 106 per annum
Running Cost	:	N\$27 811 per annum

Minimum requirements:

- BA LLB Degree or equivalent qualification on NQF Level 7 in the field of Law;
- Admission as legal practitioner in Namibia;
- 7 years' verifiable experience in Legal Advice, Legislative Drafting, Constitutional Law, Administrative Law.
- Comprehensive knowledge Parliamentary Procedures, and the Namibian electoral system.

Additional requirements:

- Admission as Legal Practitioner in Namibia (certified copy of the admission order must accompany the application for employment form);
- Above average knowledge of the Constitutional and Administrative Law; Electoral Law & Systems in Namibia, Parliamentary Procedures (tested during interviews); and
- Proficiency in Microsoft Office Programs (tested during interviews)
- Candidates in possession of a Master's degree majoring in Constitutional and Administrative Law or Parliamentary Procedures and who are admitted as Legal Practitioners of the High Court shall receive preference.

Main duties and skills required for the job:

- Knowledge and experience in the scope and implementation of legislation guiding the work of the National Assembly Secretariat
- Knowledge and experience in drafting bills and subordinate legislation.
- Research skill and experience with a view to reform policies and laws.
- Strong interpersonal, verbal and written communication skills.
- Able to work independently.
- Scrutinize all legislation, documents and Bills presented to the National Assembly to ensure accuracy, constitutionality and legal legitimacy;
- Providing legislative drafting services to Members of the National Assembly and Standing Committees in line with its strategic objective of strengthening the capacity of Parliament to make law;
- Review Bills returned by the National Council to the National Assembly and advise on legal disputes and matters arising therefrom;
- Provide legal advice to the Speaker of the National Assembly (including advice on Parliamentary Procedures, practice and any matter related thereto);

- Provide legal advice to the National Assembly in general, including legal issues arising from internal disciplinary actions or labour related disputes;
- Provide legal advice to Parliamentary Standing Committees of the National Assembly as and when needed
- Request legal opinions from the Attorney-General on matters relating to Parliament, the Constitution and Legislative matters in general;
- Responsible for drafting legal opinions and position papers on matters relating to the Office of the Speaker and such topics as are presented to the Hon. Speaker for his attention by the citizenry at large;
- Provide general legal and procedural advice to the Hon. Speaker when addressing the public and during regional visits, on matters concerning Parliament and the people;
- Perform any other tasks as may be required by the Director, Secretary, and the Speaker of the National Assembly.

Enquiries: Ms. Carol-Ann **Esterhuizen**, Tel 2889111 x 2617 / HR Practitioners at Tel 2889111 x 2517/2606/2659

Post designation	:	Private Secretary Grade 9
1 x Post	:	Windhoek
Salary Scale	:	N\$195 216 - N\$ 234 144
Housing Allowance	:	N\$13 944 per annum
Transport Allowance	:	N\$10 512 per annum

Minimum requirements: An appropriate National Diploma in Office Administration, Business Administration or equivalent qualification on NQF L6

Main duties and skills required for the job:

- Provide secretarial services to the Director.
- Drafting and typing of correspondence and manuscripts.
- Screening and channeling of telephone calls and receive visitors
- Managing of diary of the Director.
- Responsible for the logistical travel arrangement of the Director;
- Perform elementary clerical work.
- Ensure that all official documents are deposited with Registry.
- Managing all meetings of the Director (i.e. informing all participants, taking minutes if needed, arrange for refreshments) in consultation with the Director.
- Handling of incoming and outgoing mail.
- Responsible for the circulation of all correspondence and other documentations to the relevant staff members.
- Ensure that all official documents and information are treated as confidential.
- Perform other tasks as may be assigned from time to time.

Enquiries: Ms. Carol-Ann **Esterhuizen**, Tel 2889111 x 2617 / HR Practitioners at Tel 2889111 x 2517/2606/2659

**DIRECTORATE: GENERAL SERVICES
DIVISION: GENERAL SERVICES
SUBDIVISION: FINANCIAL SERVICES**

Post designation	:	Accountant Grade 8
1 x Post	:	Windhoek
Salary Scale	:	N\$238 825 - N\$ 285 420
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$10,512 per annum

Minimum requirements : An appropriate Diploma on NQF Level 6 (or equivalent qualification) majoring in Accounting.

Supplementary Requirements:

- Candidate must possess at least 3 years appropriate experience at the level of Accounts Assistant Grade 11 or at least 3 years appropriate experience as an accounts Assistant / financial administrative officer/ financial administrator/ financial clerk / creditors clerk / in the field of Accountancy (or higher) in a related work environment will have an added advantage (Proof must be attached).
- Candidates in possession of an appropriate Degree on NQF Level 7 (or higher) majoring in Accounting and/or Finance / Financial Management will have an added advantage.

Enquiries: Mrs. Evodia M. **Mwilima**, Tel 2889111 x 2508 / HR Practitioners at Tel 2889111 x 2517/2606/2659

All foreign qualifications submitted for the above posts must be accompanied by the Namibia Qualifications Authority (NQA) evaluation. Applicants who fail to attach it will not be considered for shortlisting.

Applicants **whose probations in their current positions are confirmed (Please attach proof), please note that only shortlisted candidates will be contacted and no personal documents will be returned.**

NB! Application form for employment must be made on the latest revised Application for Employment Number 156043 and Health Questionnaire Form Number 156094 with a provision of current employer under Section C which is obtainable at all government Offices/Ministries/Agencies. Please take note that no any other version will be accepted and failure to complete the correct form or to complete all items on the application form or not attaching the required documents will result in automatic disqualification of the application.

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Candidates from outside the Public Service must attach testimonials / certificate of service from former and current employers to proof their experience and current job level. Failure to attach proof of experience and current job level will disqualify the application.

National Assembly is an equal opportunity employer. **Women and people with disabilities meeting the advertisement requirements are encouraged to apply.**

NB! Fully completed application forms for employment (form 156043 and 156094) together with original certified copies of identification document, qualifications as well as academic records and a comprehensive curriculum vitae should be addressed to:

The Secretary of the National Assembly
Private Bag 13323
WINDHOEK

MINISTRY OF AGRICULTURE, FISHERIES, WATER AND LAND REFORM
DIRECTORATE OF WATER RESOURCES MANAGEMENT
DIVISION: WATER LAW ADMINISTRATION
SUBDIVISION: WATER LAW ENFORCEMENT

Post designation	:	Control Administrative Officer Grade 6
1x Post	:	Windhoek
Salary scale	:	N\$ 354 883 – N\$ 424 119
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: An appropriate National Diploma in Water Resources Management or Water Law or Environmental Management or Environmental Law on NQF Level 6 plus five (5) years appropriate experience in administering the law in terms of compliance and enforcement. The candidate must be in possession of a valid driving licence and attached an original certificate of good conduct from the Namibian Police.

Main responsibilities:

- Investigate and respond to illegal discharges of pollutants into water bodies.
- Take enforcement action against individuals or companies violating water quality regulations.
- Conduct inspections of industrial, agricultural, and municipal facilities to ensure compliance with water-related environmental laws (e.g., effluent discharge standards, wastewater treatment practices).
- Respond to public complaints regarding water pollution, illegal water usage, or drainage issues. Conduct investigations to determine the source and nature of the problem.
- Issue enforcement notices, improvement notices, or fines to violators. Recommend prosecution in serious cases of environmental non-compliance.
- Ensure that water extraction from rivers, lakes, or groundwater sources complies with licensing laws to protect water resources.
- Advise landowners, farmers, businesses, and the public on best practices for water management and compliance with environmental laws.
- Work with local authorities, environmental agencies, and emergency services to manage water-related incidents or enforcement actions.
- Document inspections, enforcement actions, and investigations in detailed reports. Maintain accurate records for legal and environmental reporting purposes.
- Coordinate the activities of the Water Tribunal and Appeals institution.

Enquiries: Mr. Salmo Djuulume at 0612087226

DIRECTORATE OF WATER RESOURCES MANAGEMENT
DIVISION: WATER LAW ADMINISTRATION
SUBDIVISION: WATER PERMIT/LICENCE ADMINISTRATION
SECTION: PERMIT ADMINISTRATION

Post designation	:	Chief Administrative Officer Grade 8
1x Post	:	Windhoek

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Salary scale	:	N\$ 238 825 – N\$ 285 420
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: An appropriate National Diploma in Water Resources Management or Water Law or Environmental Management or Environmental Law on NQF Level 6 plus three (3) years appropriate experience in water licensing and compliance. The candidate must be in possession of a valid driving licence and attached an original certificate of good conduct from the Namibian Police.

Main Responsibilities:

- Support the Control Administrative Officer in managing the issuance, renewal, suspension, and revocation of water abstraction and discharge licenses in accordance with national or regional water laws.
- Ensure that individuals, industries, and institutions using water resources comply with legal and environmental standards.
- Review complex or high-impact water use applications to determine environmental sustainability, legal compliance, and alignment with water allocation plans.
- Supervise and support a team of licensing officers, setting performance standards, providing training, and ensuring consistent application of policies.
- Contribute to the development of national or regional water licensing policies and regulations. Provide technical interpretation and advice on their application.
- Liaise with government departments, water users, environmental groups, and community stakeholders to resolve conflicts and promote sustainable water use.
- Support the implementation of resolution on disputes or appeals related to water license decisions, ensuring fairness and legal compliance.

Enquiries: Mr. Salmo Djuulume at 0612087226

DIRECTORATE OF WATER RESOURCES MANAGEMENT DIVISION: WATER LAW ADMINISTRATION SUBDIVISION: WATER LAW ENFORCEMENT

Post designation	:	Agricultural Inspector Grade 10 (Water Inspector)
1x Post	:	Windhoek
Salary scale	:	N\$ 159 505 – N\$ 191 312
Housing Allowance	:	N\$ 13 944 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: An appropriate National Diploma in Water Resources Management or Environmental Management or Environmental Law or B. Degree in Water Law on NQF Level 6. The candidate must be in possession of a valid driving licence. The candidate must be in possession of a valid driving licence and attached an original certificate of good conduct from the Namibian Police.

Competencies required: The candidate is expected to have an understanding and knowledge of water licensing, compliance, and enforcement. Knowledge of dispute

resolutions will be an added advantage. Computer skills and knowledge of report writing is necessary.

Enquiries: Mr. Salmo Djuulume at 0612087226

**DIRECTORATE OF WATER RESOURCES MANAGEMENT
DIVISION: WATER LAW ADMINISTRATION
SUBDIVISION: Water Law Enforcement**

Post designation	:	Senior Agricultural Inspector Grade 9 (Water inspector)
1x Post	:	Windhoek
Salary scale	:	N\$ 195 216 – N\$ 234 144
Housing Allowance	:	N\$ 13 944 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: An appropriate National Diploma in Water Resources Management, Environmental Management, Environmental Law or Water Law on NQF Level 6 plus two (2) years appropriate experience in water licensing, compliance and enforcement. The candidate must be in possession of a valid driving licence and attached an original certificate of good conduct from the Namibian Police.

Competencies required: The candidate is expected to have an understanding and knowledge of water licensing, inspections, compliance, and enforcement. Knowledge of dispute resolutions will be an added advantage. Computer skills and knowledge of report writing is necessary.

Enquiries: Mr. Salmo Djuulume at 0612087226

**DIRECTORATE: AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING SERVICES
DIVISION: PLANT HEALTH (PLANT HEALTH CONTROL)
SUBDIVISION: KHOMAS REGION
SUBSECTION: PLANT HEALTH CONTROL**

Post designation	:	Chief Agricultural Scientific Officer Grade 5
1x Post	:	Windhoek
Scale of salary	:	N\$432 601 – N\$ 717 195 per annum
Salary Notch	:	N\$432 601 per annum
Housing allowance	:	N\$17 424 per annum
Transport allowance	:	N\$10 512 per annum

Minimum Requirements: A Bachelor Honours Degree in Entomology on NQF Level 8 plus a minimum of three (3) years appropriate experience in designing and implementing pest surveillance programs OR Insect pest identification using morphological and/or molecular tools OR conducting pest risk analysis and managing pest outbreaks OR supervising technical teams and managing scientific projects. Candidates must be in a possession of a valid driver's license.

Preference will be given to candidates with a Masters' degree in Entomology on NQF level 9.

Competencies required: In-depth knowledge of insect taxonomy, pest ecology, and integrated pest management (IPM). Familiarity with national and international phytosanitary standards (e.g., IPPC, ISPMs). Strong analytical and diagnostic skills in entomology. Proficiency in scientific reporting, data analysis, and use of pest surveillance tools. Excellent leadership, coordination, and communication skills. Ability to train, mentor, and manage technical and junior staff.

Main duties:

- Design and lead national and regional pest surveillance and early detection programs.
- Monitor pest distribution through field surveys, trapping, and sampling.
- Develop pest risk maps, surveillance protocols, and maintain pest occurrence databases.
- Identify insect pests using morphological and molecular techniques.
- Oversee entomological diagnostic services and maintain reference collections.
- Conduct Pest Risk Analyses (PRA) and contribute to pest management and emergency response plans.
- Provide expert advice during inspections, interceptions, and eradication efforts.
- Train and mentor inspectors, technical staff, and extension officers in pest surveillance and IPM.
- Prepare technical reports, surveillance summaries, and submissions for international reporting.
- Conduct awareness campaigns and stakeholder engagement on pest threats and biosecurity.
- Supervise technical staff and ensure quality control in diagnostic and surveillance work.
- Support the Deputy Director in implementing and administering the Plant Quarantine Act (Act No. 7 of 2008).

ENQUIRIES: Ms. Violet Simataa; Deputy Director, Plant Health, Tel. No (061) 208 7778

DIVISION: PLANT HEALTH (PLANT HEALTH CONTROL)

SUBDIVISION: //KARAS REGION

SUBSECTION: PLANT IDENTIFICATION, TRACEABILITY, AND QUARANTINE

Post designation	:	Agricultural Scientific Officer Grade 8
1x Post	:	Noordoewer Border Post
Scale of salary	:	N\$ 238 825 – N\$ 285420 per annum
Transport allowance	:	N\$ 10 512 per annum
Housing allowance	:	N\$ 14 520 per annum
Remote allowance	:	N\$ 21 000 per annum

Minimum Requirements: A B-degree on NQF Level 8 in Crop Production or Crop Science or Agronomy or Biological Science OR Plant Pathology OR Entomology. ***The candidate should be in possession of a valid drivers' license.***

Main duties:

- Conduct inspections of plants, plant products, and regulated articles entering or leaving the country to ensure compliance with national phytosanitary regulations and international standards.
- Check and validate phytosanitary certificates, import permits, and other supporting documents to ensure that shipments meet legal and quarantine requirements.
- Apply the Plant Quarantine Act and relevant legislation by intercepting, detaining, or rejecting non-compliant consignments, and initiating quarantine or treatment measures where required.
- Collect samples and conduct preliminary pest identification of intercepted insects, plant pathogens.
- Oversee and guide junior inspectors or technical staff at the border post to ensure consistent and accurate implementation of phytosanitary procedures.
- Accurately document inspection findings, interceptions, treatments applied, and non-compliance cases.
- Collaborate with customs, immigration, veterinary, and other relevant authorities to ensure coordinated and efficient border control operations.
- Offer technical advice to stakeholders on import/export procedures, pest risk mitigation, and treatment options
- Prepare and submit regular reports to headquarters for surveillance and statistical purposes.
- Overall supervision of operational and supporting staff at border post

ENQUIRIES: Ms. Violet Simataa; Deputy Director, Plant Health, Tel. No (061) 208 7778

DIRECTORATE: AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING SERVICES
DIVISION: PLANT HEALTH (PLANT HEALTH CONTROL)
SUBDIVISION: //KARAS, KHOMAS AND OTJOZONDJUPA REGIONS
SUBSECTION: PLANT IDENTIFICATION, TRACEABILITY, AND QUARANTINE

Post designation	:	Agricultural Technician Grade 9
3x Posts	:	Noordoewer Border Post, Grootfontein, Windhoek
Scale of Salary	:	N\$ 195 216– N\$ 2234 144 p.a.
Transport Allowance	:	N\$ 8 760 per annum
Housing Allowance	:	N\$ 11 616 per annum
Remote Allowance	:	Noordoewer Border Post N\$ 21 000 per annum

Minimum Requirements: A National Diploma in Agriculture NQF Level 6, with basic knowledge in Crop related fields etc. ***Must be in possession of a valid Driver's License.***

Main duties:

- Inspect imported plants, plant products, soil, and other regulated articles to ensure they are free from pests and diseases.
- Verify phytosanitary documents and seal consignments (e.g., trucks, containers) as required.
- Issue import, in-transit, and re-export permits under supervision.
- Assist in issuing phytosanitary certificates for export consignments, ensuring compliance with importing countries' requirements.

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- Participate in pest and disease surveillance activities at farms, nurseries, and other agricultural facilities.
- Support emergency responses involving pest detection, containment, and eradication efforts.
- Enforce compliance with national and international phytosanitary regulations (e.g., Plant Quarantine Act, ISPMs).
- Maintain accurate records of inspections, interceptions, permits, and enforcement actions.
- Conduct basic outreach and awareness activities for farmers, traders, and the public on plant health regulations.
- Submit monthly reports on assigned activities using the standard reporting format.

Enquiries: Ms. Violet Simataa (Deputy Director: Plant Health) Tel: (061) 208 7778

**DIRECTORATE OF AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING
SERVICES (DAPEES)**

DIVISION: NORTH CENTRAL DIVISION (NCD)

SUB DIVISION: OHANGWENA REGION

Post Designation	:	Chief Agricultural Scientific Officer Grade 5
1x Post	:	Eenhana
Salary Scale	:	N\$432 601.00 – N\$ 517 195.00
Salary Notch	:	N\$432 601.00 per annum
Housing Allowance	:	N\$17 424.00 per annum
Transport Allowance	:	N\$10 512.00 per annum

Minimum requirements: A Bachelor Degree in Agriculture on NQF Level 8 with specialization in Livestock or Animal Science or Rangeland Management or Pasture Science or Agricultural Economics or Crop Science plus a minimum of approximately four (4) years appropriate experience. A masters' Degree or PhD. Degree will be an added advantage. The candidate must be in a possession of valid drivers' Code B.

Competencies required: High level of analytical skills in planning, organizing, leading, controlling and financial management, strong communication and scientific report writing, knowledge and skills in basic computing, demonstrated interpersonal skills in working with a multidiscipline team & cultural diversity is expected. The candidate must be familiar with and have knowledge of the Namibian Constitution, NDPs (NDP6), Sustainable Development Goals (SDGs), Harambee Prosperity Plans, MAFWLR Strategic Plans, Farming System Research and Extension (FSRE), Public Service Act, Labour Act, State Finance Act, Public Service Staff Rules and other legislations/legal documents.

Main duties:

- Advise the Division & Directorate with regard to issues related to Agricultural Extension Services, technologies and Developmental Projects.
- Supervise and monitor the execution of activities related to the mandate of Extension.

- Ensure that the functions of the Directorate are carried out in conformity with the relevant acts and regulations nationally.
- Represent the Division of Extension and the Ministry on all important regional meetings, commissions and committees as assigned by the Dep. Director, Director and Accounting Officer.
- Compile & review Annual Work plans and regional budget.
- Chairing and organize the Sub Divisional management meetings
- Supervise and guide identification of available technologies for adoption.
- Supervise and guide the identification of Regional program and project ideas and the formulation of relevant program and project proposals within the Sub Division
- Supervise and guide the formulation of appropriate extension messages according to agro, ecological and socio- economic conditions by making use of scientific data, knowledge and skills to support subsistence and specialized farming operations.
- Design duty sheets for staff members in the Sub Division.
- Enforcing disciplinary code of conduct amongst staff members
- Implement an effective and efficient monitoring and evaluation system of all extension and training programs within the Sub Division.

Enquiries: Mr. Leevi S. Nekwaya at 0811700123

**DIRECTORATE OF AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING
SERVICES (DAPEES)**

DIVISION: SOUTH EASTERN REGIONS

SUB DIVISION: OMAHEKE REGION

Post Designation	:	Chief Agricultural Scientific Officer Grade 5
1x Post	:	Gobabis
Salary Scale	:	N\$432 601.00 – N\$ 517 195.00
Salary Notch	:	N\$432 601.00 per annum
Housing Allowance	:	N\$17 424.00 per annum
Transport Allowance	:	N\$10 512.00 per annum

Minimum requirements: A Bachelor Degree in Agriculture on NQF Level 8 with specialization in Livestock or Animal Science or Rangeland Management or Pasture Science or Agricultural Economics or Crop Science plus a minimum of approximately four (4) years appropriate experience. A masters' Degree or PhD. Degree will be an added advantage. The candidate must be in a possession of valid drivers' Code B.

Competencies required: High level of analytical skills in planning, organizing, leading, controlling and financial management, strong communication and scientific report writing, knowledge and skills in basic computing, demonstrated interpersonal skills in working with a multidiscipline team & cultural diversity is expected. The candidate must be familiar with and have knowledge of the Namibian Constitution, NDPs (NDP6), Sustainable Development Goals (SDGs), Harambee Prosperity Plans, MAFWLR Strategic Plans, Farming System Research and Extension (FSRE), Public Service Act, Labour Act, State Finance Act, Public Service Staff Rules and other legislations/legal documents.

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Main duties:

- Advise the Division & Directorate with regard to issues related to Agricultural Extension Services, technologies and Developmental Projects.
- Supervise and monitor the execution of activities related to the mandate of Extension.
- Ensure that the functions of the Directorate are carried out in conformity with the relevant acts and regulations nationally.
- Represent the Division of Extension and the Ministry on all important regional meetings, commissions and committees as assigned by the Dep. Director, Director and Accounting Officer.
- Compile & review Annual Work plans and regional budget.
- Chairing and organize the Sub Divisional management meetings
- Supervise and guide identification of available technologies for adoption.
- Supervise and guide the identification of Regional program and project ideas and the formulation of relevant program and project proposals within the Sub Division
- Supervise and guide the formulation of appropriate extension messages according to agro, ecological and socio- economic conditions by making use of scientific data, knowledge and skills to support subsistence and specialized farming operations.
- Design duty sheets for staff members in the Sub Division.
- Enforcing disciplinary code of conduct amongst staff members
- Implement an effective and efficient monitoring and evaluation system of all extension and training programs within the Sub Division.

Enquiries: Mr. Nelson Ngarizemo , Tel: (063)223268.

DIRECTORATE OF AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING SERVICES (DAPEES)

DIVISION: AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING SERVICES - NORTH CENTRAL REGIONS

SUBDIVISION: AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING SERVICES - OHANGWENA REGIONS

SECTION: LIVESTOCK AND LAND USE ADVISORY SERVICES

Post Designation	:	Agricultural Scientific Officer Grade 6
1x Post	:	Eenhana
Salary Scale	:	N\$354 883.00 – N\$ 424 119.00
Salary Notch	:	N\$354 883.00.00 per annum
Housing Allowance	:	N\$17 424.00 per annum
Transport Allowance	:	N\$10 512.00 per annum

Minimum requirements: A Bachelor Honours Degree in Agriculture on NQF Level 8 with specialization in Livestock or Animal Science or Rangeland Management or Pasture Science plus a minimum of three (3) years of appropriate experience. A masters' Degree will be an added advantage. The candidate must be in a possession of valid drivers' Code B.

Competencies required: The candidate must be able to plan, develop, organize, lead, control and implement projects. The candidate must have understanding and knowledge on Farming System, Research and Extension (FSRE), MAFWLR Strategic Plans, NDPs, the Namibian Constitution, NDPs, Harambee Prosperity Plans, Public Service Act, Labour Act, State Finance Act, Public Service Staff Rules and other legislations.

Main duties:

- Advise with regard to issues related to a subject matter specialty (Livestock production & Land Use Advisory Services).
- Contribute with the implementing and execution of the FSRE approach.
- Ensure Agricultural technology is developed and disseminated for adoption.
- Advise, assist and train farmers, ASOs and S/ATs in the context of the extension services and the participatory FSRE- approach, the extension staff and specialized farmers in the sub division in aspects related to livestock, rangeland, socio-economic and etc. related to subject matters.
- Develop, access and or adapt extension-ready technologies and practices jointly with field staff and farmers aimed at solving problems.
- Supervise and assist with the implementation, monitoring and evaluation of development projects and activities.
- Identify technology constraints and on-farm research topics through participatory survey methods.
- Liaise with research agencies on issues identified by farmers or extension staff requiring solutions and research.
- Initiate adaptive on-farm research.
- Design, plan and supervise relevant on-farm demonstrations and analyze the results.
- Compile an annual workplan and budget for activities to be performed.
- Represent MAFWLR/Division/Sub-Division on committees, meetings, workshops, seminars, conferences, etc. on issues related to the functions of the Directorate or any other field, which may be assigned from time to time by the CASO.
- Provide monthly, quarterly and other reports as indicated by the reporting format.
- Assist development partner organisations with planning, coordination implementation of projects/programmes/activities as might be assigned from time to time by the CASO.

Enquiries: Mr. Leevi S Nekwaya, (Deputy Director: NCD); Tel: 065 233820

**DIRECTORATE OF AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING
SERVICES (DAPEES)**

DIVISION: SOUTH EASTERN REGIONS

SUB DIVISION: OMAHEKE REGION

SECTION: LIVESTOCK AND LAND USE ADVISORY SERVICES

Post Designation	:	Senior Agricultural Scientific Officer Grade 6
1x Post	:	Gobabis
Salary Scale	:	N\$354 883.00 – N\$ 424 119.00
Salary Notch	:	N\$354 883.00.00 per annum
Housing Allowance	:	N\$17 424.00 per annum
Transport Allowance	:	N\$10 512.00 per annum

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Minimum requirements: A Bachelor Honours Degree in Agriculture on NQF Level 8 with specialization in Livestock or Animal Science or Rangeland Management or Pasture Science plus a minimum of three (3) years of appropriate experience. A masters' Degree will be an added advantage. The candidate must be in a possession of valid drivers' Code B.

Competencies required: The candidate must be able to plan, develop, organize, lead, control and implement projects. The candidate must have understanding and knowledge on Farming System, Research and Extension (FSRE), MAFWLR Strategic Plans, NDPs, the Namibian Constitution, NDPs, Harambee Prosperity Plans, Public Service Act, Labour Act, State Finance Act, Public Service Staff Rules and other legislations.

Main duties:

- Advise with regard to issues related to a subject matter specialty (Livestock production & Land Use Advisory Services).
- Contribute with the implementing and execution of the FSRE approach.
- Ensure Agricultural technology is developed and disseminated for adoption.
- Advise, assist and train farmers, ASOs and S/ATs in the context of the extension services and the participatory FSRE- approach, the extension staff and specialized farmers in the sub division in aspects related to livestock, rangeland, socio-economic and etc. related to subject matters.
- Develop, access and or adapt extension-ready technologies and practices jointly with field staff and farmers aimed at solving problems.
- Supervise and assist with the implementation, monitoring and evaluation of development projects and activities.
- Identify technology constraints and on-farm research topics through participatory survey methods.
- Liaise with research agencies on issues identified by farmers or extension staff requiring solutions and research.
- Initiate adaptive on-farm research.
- Design, plan and supervise relevant on-farm demonstrations and analyze the results.
- Compile an annual workplan and budget for activities to be performed.
- Represent MAFWLR/Division/Sub-Division on committees, meetings, workshops, seminars, conferences, etc. on issues related to the functions of the Directorate or any other field, which may be assigned from time to time by the CASO.
- Provide monthly, quarterly and other reports as indicated by the reporting format.
- Assist development partner organisations with planning, coordination implementation of projects/programmes/activities as might be assigned from time to time by the CASO.

Enquiries: Dr. Jorry Kaurivi (Chief Agricultural Scientific Officer: Omaheke Region) Tel: (062) 562441;

**DIRECTORATE OF AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING
SERVICES (DAPEES)**

DIVISION: CENTRAL AND NORTH WESTERN REGIONS

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

SUB DIVISION: KHOMAS REGION
SECTION: LIVESTOCK AND LAND USE ADVISORY SERVICES

Post Designation	:	Senior Agricultural Scientific Officer Grade 6
1x Post	:	Windhoek
Salary Scale	:	N\$354 883.00 – N\$ 424 119.00
Salary Notch	:	N\$354 883.00.00 per annum
Housing Allowance	:	N\$17 424.00 per annum
Transport Allowance	:	N\$10 512.00 per annum

Minimum requirements: A Bachelor Honours Degree in Agriculture on NQF Level 8 with specialization in Livestock or Animal Science or Rangeland Management or Pasture Science plus a minimum of three (3) years of appropriate experience. A masters' Degree will be an added advantage. The candidate must be in a possession of valid drivers' Code B.

Competencies required: The candidate must be able to plan, develop, organize, lead, control and implement projects. The candidate must have understanding and knowledge on Farming System, Research and Extension (FSRE), MAFWLR Strategic Plans, NDPs, the Namibian Constitution, NDPs, Harambee Prosperity Plans, Public Service Act, Labour Act, State Finance Act, Public Service Staff Rules and other legislations.

Main duties:

- Advice with regard to issues related to a subject matter specialty (Livestock production & Land Use Advisory Services).
- Contribute with the implementing and execution of the FSRE approach.
- Ensure Agricultural technology is developed and disseminated for adoption.
- Advice, assist and train farmers, ASOs and S/ATs in the context of the extension services and the participatory FSRE- approach, the extension staff and specialized farmers in the sub division in aspects related to livestock, rangeland, socio-economic and etc. related to subject matters.
- Develop, access and or adapt extension-ready technologies and practices jointly with field staff and farmers aimed at solving problems.
- Supervise and assist with the implementation, monitoring and evaluation of development projects and activities.
- Identify technology constraints and on-farm research topics through participatory survey methods.
- Liaise with research agencies on issues identified by farmers or extension staff requiring solutions and research.
- Initiate adaptive on-farm research.
- Design, plan and supervise relevant on-farm demonstrations and analyze the results.
- Compile an annual work plan and budget for activities to be performed.
- Represent MAFWLR/Division/Sub-Division on committees, meetings, workshops, seminars, conferences, etc. on issues related to the functions of the Directorate or any other field, which may be assigned from time to time by the CASO.
- Provide monthly, quarterly and other reports as indicated by the reporting format.

- Assist development partner organizations with planning, coordination implementation of projects/programmes/activities as might be assigned from time to time by the CASO.

Enquiries: Mr. Petrus Thiyemo (Chief Agricultural Scientific Officer: Khomas Region) Tel: (061) 2044112

**DIRECTORATE OF AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING
SERVICES (DAPEES)**

DIVISION: SOUTHERN REGIONS

SUB DIVISION: //KHARAS REGION

SECTION: LIVESTOCK AND LAND USE ADVISORY SERVICES

Post Designation	:	Senior Agricultural Scientific Officer Grade 6
1x Post	:	Keetmanshoop
Salary Scale	:	N\$354 883.00 – N\$ 424 119.00
Salary Notch	:	N\$354 883.00.00 per annum
Housing Allowance	:	N\$17 424.00 per annum
Transport Allowance	:	N\$10 512.00 per annum

Minimum requirements: A Bachelor Honours Degree in Agriculture on NQF Level 8 with specialization in Livestock or Animal Science or Rangeland Management or Pasture Science plus a minimum of three (3) years of appropriate experience. A masters' Degree will be an added advantage. The candidate must be in a possession of valid drivers' Code B.

Competencies required: The candidate must be able to plan, develop, organize, lead, control and implement projects. The candidate must have understanding and knowledge on Farming System, Research and Extension (FSRE), MAFWLR Strategic Plans, NDPs, the Namibian Constitution, NDPs, Harambee Prosperity Plans, Public Service Act, Labour Act, State Finance Act, Public Service Staff Rules and other legislations.

Main duties:

- Advice with regard to issues related to a subject matter specialty (Livestock production & Land Use Advisory Services).
- Contribute with the implementing and execution of the FSRE approach.
- Ensure Agricultural technology is developed and disseminated for adoption.
- Advice, assist and train farmers, ASOs and S/ATs in the context of the extension services and the participatory FSRE- approach, the extension staff and specialized farmers in the sub division in aspects related to livestock, rangeland, socio-economic and etc. related to subject matters.
- Develop, access and or adapt extension-ready technologies and practices jointly with field staff and farmers aimed at solving problems.
- Supervise and assist with the implementation, monitoring and evaluation of development projects and activities.
- Identify technology constraints and on-farm research topics through participatory survey methods.

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- Liaise with research agencies on issues identified by farmers or extension staff requiring solutions and research.
- Initiate adaptive on-farm research.
- Design, plan and supervise relevant on-farm demonstrations and analyze the results.
- Compile an annual work plan and budget for activities to be performed.
- Represent MAFWLR/Division/Sub-Division on committees, meetings, workshops, seminars, conferences, etc. on issues related to the functions of the Directorate or any other field, which may be assigned from time to time by the CASO.
- Provide monthly, quarterly and other reports as indicated by the reporting format.
- Assist development partner organizations with planning, coordination implementation of projects/programmes/activities as might be assigned from time to time by the CASO.

Enquiries: - Mr. Nelson Ngarizemo (Chief Agricultural Scientific Officer); Tel: (063)223268.

DIRECTORATE RESETTLEMENT & REGIONAL PROGRAMME IMPLEMENTATION
DIVISION LANDS: HARDAP REGION
SECTION: LAND BOARD TENURE AND ADVICE

Post Designation	:	Development Planner Grade 8
1x Post	:	Mariental
Salary Scale	:	N\$ 238,825 – N\$ 285,420
Salary Notch	:	N\$ 238,825 per annum
Housing allowance	:	N\$ 17,424 per annum
Transport allowance	:	N\$ 10,512 per annum

Minimum Requirements: A B-Degree in Geographical Information System (GIS) or Agriculture on NQF Level 7. Candidates must have a code B valid driver's license is compulsory.

Main Duties

- Serve as Secretary to the Communal Land Board;
- Provide administrative support to the operations of Communal Land Board;
- Provide technical advice and assist the Communal Land Board on matters pertaining to land dispute and appeals;
- Facilitate logistics of investigations by the Communal Land Board;
- Plan, Coordinate and execute regional activities related to the administration of communal land in line with the Communal Land Reform Act (Act No. 5 of 2002) as amended;
- Serve as link between the Communal Land Board and Traditional Authorities with regard to the registration of communal land;
- Conduct awareness on the Provisions of the Communal Land Reform Act (Act No. 5 of 2002) as amended in the Region;
- Coordinate communal land registration (verification and mapping of land parcels) in the Region;
- Facilitate the collection of revenue from communal leasehold land rights;
- Facilitate updating and digitizing data for production of land parcels maps and certificates;
- Implement the Communal Land filing systems;
- Database management of the subsection: Land Board;

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- Implementation of ministerial policies, plans and programmes at sectional level;
- Perform any other duty as assigned by supervisor or Regional Deputy Director.

NB: Due to decentralization, the successful candidate must be prepared to be seconded to the Regional Council.

Enquiries: Ms. Augustine Araes at Telephone: 063 242234

**DIVISION LANDS: HARDAP REGION
SECTION: LAND BOARD TENURE AND ADVICE**

Post Designation	:	Valuer Grade 7
1x Post	:	Mariental
Salary Scale	:	N\$ 291 128 – N\$ 347 926
Salary Notch	:	N\$ 291 128 per annum
Housing allowance	:	N\$ 17,424 per annum
Transport allowance	:	N\$ 10,512 per annum

Minimum Requirements : A B. Degree in Estate Management or Land Valuation or Land Economy or Property Studies on NQF L7. Candidates must have a code B valid driver's license is compulsory.

A DETAILED JOB DESCRIPTION TO BE ISSUED UPON REQUEST.

Enquiries: Ms. Augustine Araes at Telephone: 063 242234

**DIRECTORATE RESETTLEMENT & REGIONAL PROGRAMME IMPLEMENTATION DIVISION:
LANDS REGIONAL OFFICES SECTION: SUPPORT SERVICES/ ADMINISTRATION**

Post designation	:	Senior Administrative Officer Grade 10
1x Post	:	Tsumeb
Salary Scales	:	N\$159 505- N\$ 191 312 per annum
Salary notch	:	N\$159 505 per annum
Transport Allowance	:	N\$ 10512 per annum
Housing Allowance	:	N\$ 17424 per annum

Minimum Requirements: A National Diploma in Business Administration or Public Management or Business Management on NQF Level 6 plus four (4) years appropriate experience or a Grade 12 Certificate with twenty (20) points in five (5) subjects including an E-symbol in English on NQF Level 3 plus six (6) years appropriate experience.

Main duties:

The main responsibility of the incumbent is to ensure provision of support services to the Division.

- Determination and identification of office needs.
- Preparation of procurement and budgeting.

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- Requisitioning and deal with the processing of payments.
- Manage and deal with personnel needs as well as filling.
- Provision and management of fleet for the Division.
- Issuing, Stock taking and update of inventories.
- Ensure safe keeping of all Division records, equipment and its functionality.
- Ensure control of all Divisional assets and records.
- Help with the effective communication within the Division, Ministry, line ministries and other relevant stake holders.
- Help with drawing up of Divisional budget and Operational Plans.
- Implementing the Annual Management Plans, Budget execution and review assessments.
- Any other assignment assigned by the supervision and/or the Division's Sections and Subsections/Ministry.

NB: Due to decentralization, the successful candidate must be prepared to be seconded to the Regional Council

Enquiries: Ms Anna P. Nakathingo ; Tel (061) 208 7374

DIRECTORATE: RESETTLEMENT AND REGIONAL PROGRAMME IMPLEMENTATION
DIVISION: LANDS KHOMAS REGION
SECTION: LAND BOARD TENURE AND ADVICE

Post Designation	:	Survey Technician, Grade 9
1x Post	:	Windhoek
Salary Scale	:	N\$ 195 216 – N\$ 234 144 per annum
Salary notch	:	N\$ 195 216 per annum
Housing Allowance	:	N\$ 13 944 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: Registration with SURCON as a Survey Technician.

Preference will be given to candidates with a valid code B driver's license with a minimum of two (2) years driving experience.

- **Main Duties**
- Provide administrative support to the operations of Communal Land Board
- Conduct awareness on the provisions of the Communal Land Reform Act (Act No. 5 of 2002) as amended in the Region;
- Conduct mapping and verification to measure, map and demarcate communal land boundaries
- Utilize GPS and other surveying equipment to ensure precise data collection
- Assist in the preparation of land registration documents, including maps and boundary descriptions
- Collaborate with Traditional Authorities to resolve boundary disputes
- Provide technical input during community consultations and stakeholder engagements
- Digitize communal land right parcels

- Facilitate updating and digitizing data for production of land parcels maps and certificates;
- Implement the communal land filing system;
- Database management of the subsection: Land Board;
- Implementation of ministerial policies, plans and programmes at sectional level;
- Perform any other duty assigned by the supervisor or Regional Deputy Director

NB: Due to decentralization, the successful candidate must be prepared to be seconded to the Regional Council.

Enquires: Mr. Dann Motinga , Telephone No: 061 296 5170

**REGIONAL PROGRAMME IMPLEMENTATION
DIVISION LANDS: OMUSATI REGION
SECTION LAND BOARD, TENURE AND ADVICE**

Post Designation	:	Development Planner Grade 9
1x Post	:	Outapi
Salary Scale	:	N\$ 195 216 – N\$ 234 144 per annum
Salary notch	:	N\$ 195 216 per annum
Housing Allowance	:	N\$ 13 944 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: A Bachelor Degree in Geomatics or Geo-Information Systems on NQF Level 7.

Preference will be given to applicants who possesses a valid driver's license.

Competencies required: Thorough understanding of the Communal Land Reform Act and related regulations

Main Duties:

- Provide technical support to the Communal Land Board
- Manage and maintain the NCLAS database
- Develop and implement section work plans
- Capture, process, and digitize data in the NCLAS system
- Conduct quality control checks on land rights applications and NCLAS entries
- Maintain and update land rights registers
- Coordinate regional activities for communal land rights registration
- Implement ministerial policies, plans, and programs at sectional level
- Serve as secretariat for the Communal Land Board
- Maintain and organize communal land filing systems
- Facilitate resolution of land disputes
- Verify and map communal land rights boundaries
- Support the Board's investigation committee as required
- Coordinate production and distribution of land rights certificates to Traditional Authorities
- Verify boundaries of registered communal land rights
- Perform any other duties as assigned by the supervisor or Regional Deputy Director

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NB: Additionally, due to decentralization, the successful candidate should be prepared for possible secondment to the Omusati Regional Council.

Enquiries: Mr. Samuel Amutenya at Tel no: 065 251409

**DIRECTORATE: WATER RESOURCES MANAGEMENT
DIVISION: WATER ENVIRONMENT
SUBDIVISION: WATER ECOLOGY AND RESEARCH**

Post Designation	:	Senior Hydrologist Grade 6
1xPost	:	Windhoek
Salary Scale	:	N\$ 354 883- N\$ 424 119
Salary Notch	:	N\$ 354 883 per annum
Housing allowance	:	N\$ 17,424 per annum
Transport allowance	:	N\$ 10,512 per annum

Minimum requirements: A Bachelor Degree in Zoology (Freshwater Biology) or Environmental Biology on NQF Level 8 plus a minimum of three (3) years appropriate experience in Wetlands bio-monitoring and Water Resources Management. Candidates must have a valid Driving License.

Preference will be given to candidates with MSc degree in Integrated Water Resources Management on NQF Level 9 or related field would serve as an added advantage. While knowledge of aquatic invertebrates, wetlands management and SASS/NASS, would be an additional recommendation.

Main duties:

The Senior Hydrologist will be implementing aquatic ecological aspects of water resources management and the water legislation, which will include:

- Collect, process and assess aquatic ecological data from wetlands for integrated water resources management, and international agreement obligations such as biological monitoring, the control of aquatic invasive species, environmental flows, etc.
- Responsible for conducting biological monitoring on wetlands using South African Scoring System (SASS), Namibian Scoring System (NASS) and MiniSASS.
- Responsible for providing training in South African Scoring System (SASS) and Namibian Scoring System (NASS) and MiniSASS to Basin Management Committees, school learners, students and general public.
- Compile reports for use by Water Resources Management institutions and stakeholders such as Basin Management Committees.
- Review reports such as Environmental Impact Assessments, and licence applications for water use and wetland resources use, control of aquatic invasive species and protection of riparian zones.
- Enforce relevant regulations for Water Resources Management Act.
- Promote water awareness and wetland resource publications.
- Plan and co-ordinate research projects to provide needed information.
- Assist with the smooth execution of routine tasks, trips, meetings, reports of the Water Ecology Section.

- Assist with wetlands and water awareness raising campaigns.
- Participate in and represent the Division at stakeholder meetings and on committees.
- Support River Basin Organisations (RBOs) activities and local Basin Management Committees (BMCs).
- Will supervise Hydrologists and other subordinates in the Water Ecology Section and report directly to the Chief Hydrologist.
- The Senior Hydrologist will carry out any other additional official duties as assigned by the Chief Hydrologist or Deputy Director.

Enquiries: Ms Cynthia Ortmann at **Tel no:** 061-208 7169 or Email: Cynthia.Ortmann@mawlr.gov.na

DIRECTORATE: WATER RESOURCES MANAGEMENT
DIVISION: WATER ENVIRONMENT
SUB-DIVISION: WATER QUALITY CONTROL AND INVESTIGATIONS

Post Designation	:	Hydrologist Grade 8
1x Post	:	Windhoek
Salary scale	:	N\$ 238 825 – N\$ 285 420
Housing allowance	:	N\$ 17 424 per Annum
Transport allowance	:	N\$ 10 512 per Annum

Minimum Requirements: A Bachelor's (Honours) degree in Chemistry or Biochemistry or Biology or Water Engineering on NQF Level 8. Candidates must have a valid Driving License.

Main duties:

- Enforce relevant regulations of the Water Resources Management Act 11 of 2013;
- Assist with awareness-raising for the implementation process of the Water Resources Management Act;
- Assist with the review and enforcement of Water Quality Guidelines and Standards for Potable Water of Namibia;
- Provide technical advice on water treatment technologies and Water Treatment Works performance;
- Monitor the operation of Potable Water Treatment Works in the assigned Regions;
- Conduct field investigations and compliance monitoring to determine and evaluate the quality of water resources;
- Planning and execution of water quality related projects;
- Review Environmental Impact Assessment (EIA) reports for water related development projects;
- Upload water quality data into MS Excel and process it to evaluate compliance and to manage water resources quality;
- Assist with compilation of specifications and evaluation of tenders for water analyses and laboratory equipment;
- Provide technical support to River Basin Organisations (RBOs) and local Basin Management Committees (BMCs);
- Represent the MAFWLR and the Division on water related Inter/Ministerial Committees;

- Assist with the smooth execution of routine tasks, trips, meetings, reports of the Water Quality Sub-Division;
- Supervise the Senior Technical Assistant in the Sub-Division;
- The Hydrologist will carry out any other additional official duties as assigned by the Senior Hydrologist, Chief Hydrologist or Deputy Director;
- The Hydrologist will report directly to the Senior Hydrologist: Water Quality Control & Investigations

Enquiries:

Ms. Cynthia Ortmann

Tel No: +264-61-208-7169

OR

Mr. Mattheus Hambabi

Tel No.: +264-61-208-7141

**DIRECTORATE: WATER RESOURCE MANAGEMENT
DIVISION: WATER ENVIRONMENT
SUBSECTION: WATER LABORATORY SERVICES**

Post Designation	:	Senior Hydrological Technician Grade 6
1x Post	:	Windhoek
Scale of Salary	:	N\$ 238 825 – N\$ 285 420 per annum
Salary Notch	:	N\$ 238 825 per annum
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: A National Diploma for Technician in the field of Chemistry and Biology or Chemical Engineering or Water Resources Management or related field plus a minimum of approximately three (3) years appropriate experience. The applicant should be in possession of a driver's licence.

Main duties:

- Implement the fundamental principles of the Water Resources Management Act and other regulatory supporting documents;
- Support the review of regulations and water quality guidelines/standards for Namibia;
- Provide technical advice on various water treatment technologies, water treatment works performance and on matters/projects related to water quality;
- Oversee the operation of the Water Quality Laboratory for the Department;
- Oversee the development and operation of a Laboratory Information Management System (LIMS);
- Contribute to the development/operation of the Water Quality Information System (WAQIS);
- Provide quality control and assurance of analyses performed by water services providers and private laboratories;
- Develop and maintain Standard Operating Procedures (SOPs) manuals;
- Oversee the development, verification and validation of the Laboratory analyses methods, protocols and reports;
- Oversee the accreditation of the Laboratory methods;

- Supervise the operation, calibration and maintenance of equipment and instruments;
- Perform water quality (physical, chemical and micro/macro biological parameters) samples analyses on water (potable water & wastewater);
- Oversee water quality data management to evaluate water resources;
- Perform the laboratory quality control and assurance checks;
- Attend to any other task that may be given from time to time by the Deputy Director of the Division Water Environment.

Enquiries: Ms Cynthia Ortmann
 Tel no: 061-208 7169
 E-mail: Cynthia.Ortmann@mawlr.gov.na

DIRECTORATE: WATER RESOURCES MANAGEMENT
DIVISION: WATER ENVIRONMENT
SUB-DIVISION: WATER POLLUTION CONTROL AND INVESTIGATIONS

Post Designation	:	Chief Hydrologist Grade 5
1x Post	:	Windhoek
Salary Scale	:	N\$ 432 601 – N\$ 517 195 per annum
Salary Notch	:	N\$ 432 601 per annum
Housing allowance	:	N\$ 17 424 per Annum
Transport allowance	:	N\$ 10 512 per Annum

Minimum requirements: A Bachelor's (Honors) degree (NQF Level 8), in Chemistry or Biochemistry or Biology or Water Engineering, plus a minimum of four (4) years of appropriate experience in water quality management preferably in the fields related to water treatment and pollution control. An MSc degree in Integrated Water Resources Management (IWRM) or related field would serve as an added advantage. The applicants should be in possession of a driver's licence.

Main duties:

- Responsible for water resources quality research and monitoring.
- Responsible for planning, supervising and execution of water quality related projects
- Provide technical advice on various water treatment technologies and water treatment works performance
- Process water quality data to evaluate compliance and manage water resources.
- Support the implementation of the Water Resources Management Act 13 of 2013 and other related regulatory framework to improve overall water resources management in the country.
- Administer the review and enforcement of drinking water quality regulations and guidelines/standards for Namibia.
- Compile specifications and conduct evaluations of tenders for water analyses and laboratory equipment and present them at the Ministerial Tender Board Committee meetings.

- Provide water quality and pollution control information and expertise to support; water resources management, new policies and legislation, environmental assessments and other Departments and institutions.
- Provide technical support and liaise with river basin management committees, relevant ministries, sectors and authorities on water quality issues.
- Contribute to promotion and maintenance of international relations with other riparian states on water quality of international waters;
- Represent the Division, at departmental, regional or national committees or workshops.
- Will head and supervise Hydrologists and other Junior staff in the Water Pollution Control and Investigations Sub-Division and report directly to the Deputy Director
- The Chief Hydrologist will carry out any other additional official duties as assigned by the deputy Director.

Enquiries: Ms Cynthia Ortmann

Deputy Director: Water Environment

Tel no: 061-208 7169

E mail: cynthia.ortmann@mawlr.gov.na

**DIRECTORATE: AGRICULTURAL PRODUCTION, ENGINEERING AND EXTENSION
SERVICES (DAPEES)**

Posts designation : Agricultural Technician Grade 9

13x Posts :

- Post A:** Otavi,
- Post B:** Grootfontein,
- Post C:** Omatjete,
- Post D:** Corridor 13,
- Post E:** Otjinene
- Post F:** Gochas,
- Post G:** Aussenker,
- Post H:** Windhoek,
- Post I:** Otjokavare,
- Post J:** Khorixas,
- Post K:** Etanga,
- Post L:** Okangwati
- Post M:** Omuntele ADCs

Scale of Salary : N\$195,216 – N\$ 234,144 per annum

Salary Notch : N\$ 195,216 per annum

Housing Allowance : N\$17,422 per annum

Transport Allowance: N\$10,512.00 per annum

Minimum requirements: A National Diploma in Agriculture on NQF Level 6. The candidate must be in possession of a valid Driver's License.

Preferences will be given to candidates with Bachelor Degree in Agriculture on NQF level 7.

A FULL JOB DESCRIPTION WILL BE AVAILABLE ON REQUEST.

Enquiries: Mr. Simon Nehale –Senior Human Resource Practitioner at Tel: 061-208 7452

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**DIRECTORATE: AGRICULTURAL PRODUCTION, ENGINEERING AND EXTENSION
SERVICES (DAPEES)**

Post designation	:	Senior Agricultural Technician Grade 8
6x Posts	:	Post A: Etayi ADC , Post B: Onesi ADC Post C: Outjo ADC Post D: Gam ADC Post E: Windhoek ADC Post F: Keetmanshoop ADC
Scale of Salary	:	N\$ 238 825 – N\$ 285 420 per annum
Salary Notch	:	N\$ 238 825 per annum
Housing Allowance	:	N\$ 17 424.00 per annum
Transport Allowance	:	N\$ 10 512.00 per annum

Minimum Requirements: An appropriate National Diploma in Agriculture on NQF Level 6 plus a minimum of four (4) years appropriate experience in agricultural field. The candidate must have a valid drivers' license.

Competencies required: A high level of analytical skills in planning and financial management, strong communication and scientific report writing, knowledge and skills in basic computing, demonstrated interpersonal skills in working with a multidiscipline team is expected. The familiar must be familiar with and have knowledge of the Namibian Constitution, NDP's, especially NDP 5, Public Service Act, Labour Act, State Finance Act, Public Service Staff Rules and other legislation.

A FULL JOB DESCRIPTION WILL BE AVAILABLE ON REQUEST.

Enquiries: Mr. Simon Nehale –Senior Human Resource Practitioner at Tel: 061-208 7452

**DIRECTORATE: AGRICULTURAL PRODUCTION, ENGINEERING AND EXTENSION SERVICES
(DAPEES)**

SECTION: PLANT / CROP PRODUCTION ADVISORY SERVICE

Post designation	:	Agricultural Scientific Officer Grade 8
1x Post	:	Keetmanshoop
Scale of Salary	:	N\$ 238 825 – N\$ 285 420 per annum
Salary Notch	:	N\$ 238 825 per annum
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: A Bachelor Degree on NQF Level 8 in Crop Science or Agriculture majoring in Crop Science. The applicant must be in possession of a valid driving license.

Preference will be given to candidates with a Master of Science Degree in Crop Science will be an advantage. Good knowledge in computer for data analysis, technical report writing and good communication skills will be an added advantage.

A FULL JOB DESCRIPTION WILL BE AVAILABLE ON REQUEST.

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Enquiries: Mr. Nelson Ngarizemo (Chief Agricultural Scientific Officer: //Karas Region)
Tel: (063)223268

**DIRECTORATE: AGRICULTURAL PRODUCTION, ENGINEERING AND EXTENSION SERVICES
(DAPEES)**

SECTION: LIVESTOCK AND LAND USE ADVISORY SERVICE

Post designation	:	Agricultural Scientific Officer Grade 8
1x Post	:	Gobabis
Scale of Salary	:	N\$ 238 825 – N\$ 285 420 per annum
Salary Notch	:	N\$ 238 825 per annum
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: A Bachelor Honours Degree on NQF Level 8 in Animal Science or Agriculture majoring in Animal Science. The applicant must be in possession of a valid driving license.

Preference will be given to candidates with a Master of Science Degree in Animal Science will be an advantage. Good knowledge in computer for data analysis, technical report writing and good communication skills will be an added advantage.

A FULL JOB DESCRIPTION WILL BE AVAILABLE ON REQUEST.

Enquiries: Post A: Dr. Jorry Kaurivi (Chief Agricultural Scientific Officer: Omaheke Region) Tel: (062) 562441;

**DIRECTORATE: AGRICULTURAL PRODUCTION, ENGINEERING AND EXTENSION SERVICES
(DAPEES)**

Post designation	:	Senior Administrative Officer Grade 10
2x Post	:	Omaruru ADC and Otjisoko - Tjongava ADC
Salary Scale	:	N\$ 159, 505 – N\$ 191, 312 per annum
Salary notch	:	N\$ 159, 505 per annum
Housing Allowance	:	N\$ 13,944 per annum
Transport Allowance	:	N\$ 10,512.00 per annum
Remoteness Allowance	:	N\$9 000 per annum (Otjisoko-Tjongava ADC)

Minimum Requirements: A National Diploma in Business Administration or Public Management or Business Management on NQF Level 6 plus four (4) years appropriate experience OR a Grade 12 Certificate with twenty (20) points in five (5) subjects including an E-symbol in English on NQF Level 3 plus six (6) years appropriate experience.

Main duties:

The candidate must carry out all administrative duties at the ADC

Carry out stock taking.

Receiving and safe keeping of revenue for the State.

Strongly coordinate and link other operational staff with the management of the farm.

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Provide assistance to other operational staff with regards to administrative activities e. g. completion of leave applications, follow-up issues with Human Resources etc.

Enquiries: Mr. Ismael Ouseb (Chief Agricultural Scientific Officer: Erongo Region) Tel: (064) 570115

Mr. Charlie Mwaetako (Chief Agricultural Scientific Officer: Kunene Region) Tel: (065) 685087

**DIRECTORATE: AGRICULTURAL PRODUCTION, ENGINEERING AND EXTENSION SERVICES
(DAPEES)**

Post designation	:	Operator Driver Grade 12
1x Post	:	Mariental (Hardap Region)
Scale of Salary	:	N\$107,753 – N\$ 129,240 per annum
Salary Notch	:	N\$107,753 per annum
Housing Allowance	:	N\$13,944 per annum
Transport Allowance	:	N\$10,512.00 per annum

Minimum Requirements: A Grade 10 Certificate on NQF level 2 with twenty-four (24) points in seven (7) subjects and a D symbol in English. Candidates must have a valid Code CE driving licence.

Competency required: Candidates must have proper communication skills to ensure delivery of goods are properly executed, especially at the correct addresses.

Main duties:

- Provide transport duties on and off the duty station
- Transport goods to various destinations
- Must be willing to work long hours

Enquiries: Mr. Joyvin Kanuameva (Chief Agricultural Scientific Officer: Hardap Region) Tel: (063)242197

**DIRECTORATE OF AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING SERVICES
DIVISION: ENGINEERING SERVICES
SUBDIVISION: PROJECT DESIGN, DEVELOPMENT AND MANAGEMENT**

Post designation	:	Engineer Grade 6 (Electrical)
1x Post	:	Windhoek
Scale of Salary	:	N\$ 354 883 – N\$ 424 119 per annum
Salary Notch	:	N\$ 354 883 per annum
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512.00 per annum

Minimum requirements : Registration as **Professional Engineer** or **Incorporated Engineer** with the Engineering Council of Namibia. An appropriate B.Sc. Degree in **Electrical Engineering** or B-Tech Degree in **Electrical Engineering on NQF level 7**. . The candidate **must** be in possession of a valid drivers' license.

Competencies required:

- The candidate is expected to have an understanding and knowledge Experience in Medium and Low-voltage network planning and design, including renewable energy systems (specifically solar), SANS standards, the Electricity Act, and Supply Regulations.
- Skilled in computer-aided draughting (AutoCAD advantageous).
- Strong analytical, communication, and interpersonal skills.
- Knowledge of the Public Procurement Act 15 of 2015 (as amended), Public Private Partnership Act 4 of 2017, and the agricultural sector in Namibia, especially the Green Scheme Programme.
- Proficient in Microsoft Word, Excel, PowerPoint, and Project, with excellent presentation and report-writing skills.
- Computer literate, with the ability to work effectively under pressure.

Enquiries: Mr. Felix Ndinamwene, Deputy Director (Engineering Services) at (061) 208 7784, Ms. Raisa Garises, Chief Engineer at (061) 208 7517

DIRECTORATE OF AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING SERVICES
DIVISION: ENGINEERING SERVICES
SUBDIVISION: MECHANIZATION TECHNOLOGY AND AGRO INDUSTRY

Post designation	:	Engineer Grade 6 (Mechanical)
1x Post	:	Windhoek
Scale of Salary	:	N\$ 354 883 – N\$ 424 119 per annum
Salary Notch	:	N\$ 354 883 per annum
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512.00 per annum

Minimum requirements: Registered as **Professional Engineer** or **Incorporated Engineer** with the Engineering Council of Namibia. An appropriate B.Sc. Degree in **Mechanical Engineering** or B-Tech Degree in **Mechanical Engineering on NQF level 7**. The candidate **must** be in possession of a valid drivers' license.

Competencies required:

- The candidate is expected to have an understanding and Experience in Mechanical System Design, installation, operation, and maintenance, including pumps, motors, piping, and HVAC systems.
- Skilled in computer-aided design (CAD) software (AutoCAD, SolidWorks, or similar advantageous).
- Strong analytical, communication, and interpersonal skills.
- Knowledge of the Public Procurement Act 15 of 2015 (as amended), Public Private Partnership Act 4 of 2017, and the agricultural sector in Namibia, especially the Green Scheme Programme.
- Proficient in Microsoft Word, Excel, PowerPoint, and Project, with excellent presentation and report-writing skills.
- Ability to work effectively under pressure and manage multiple projects.

Enquiries: Mr. Felix Ndinamwene, Deputy Director (Engineering Services) at (061) 208 7784 , Ms. Raisa Garises, Chief Engineer at (061) 208 7517

**DIRECTORATE OF AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING
SERVICES**

DIVISION: DIVISION AGRICULTURAL ENGINEERING

SUBDIVISION: INFRASTRUCTURE, SOIL CONSERVATION AND IRRIGATION

Post designation	:	Engineer Grade 6 (Civil)
1x Post	:	Windhoek
Scale of Salary	:	N\$ 354,883 – N\$ 424,119
Salary notch	:	N\$ 354,883 per annum
Housing allowance	:	N\$ 17,424 per annum
Transport allowance	:	N\$ 10,512 per annum

Minimum requirements: Registered as **Professional Engineer** or **Incorporated Engineer** with the Engineering Council of Namibia. An appropriate B.Sc. Degree in **Civil Engineering** or B-Tech Degree in **Civil Engineering on NQF level 7**. The candidate **must** be in possession of a valid drivers' license.

Competency required: Extensive knowledge in Microsoft word, PowerPoint, Microsoft project and excel, good analytical and presentations skill are requirements for this post. The incumbent is expected to have a valid driver's license or be prepared to obtain such within a reasonable period of time. The incumbent should be able to work under stress.

Enquiries: Mr. David T Nehale Tel: + 264 61 208 7703

**DIRECTORATE OF AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING
SERVICES**

DIVISION: DIVISION AGRICULTURAL ENGINEERING

SUBDIVISION: PROJECT DESIGN, DEVELOPMENT AND MANAGEMENT

SECTION: NORTH WEST AND SOUTH

Post designation	:	Chief Engineering Technician Grade 7 (Civil/Architecture)
1x Post	:	Windhoek
Salary scale	:	N\$ 291 128 – N\$ 347 926
Salary Notch	:	N\$ 291 128 per annum
Housing allowance	:	N\$ 17 424 per annum
Transport allowance	:	N\$ 10 512 per annum

Minimum requirement: An appropriate National Diploma in Civil Engineering or Architecture at NQF Level 6 plus a minimum of three (3) years appropriate working experience in Civil Engineering/architecture design software such as AutoCAD OR Caddie/ ArchiCad. The candidate must have a valid driver's license.

Competencies required: Extensive knowledge in Microsoft word, PowerPoint, Microsoft project and excel, good analytical and presentations skill, computer literacy with competence in Microsoft Office Suits, Internet, report writing, and inter personal skill are requirements for this post. The incumbent should have knowledge

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of the Public Procurement Act 15 of 2015 as amended, Public Private Partnership Act 4 of 2017, as well as a general knowledge of the agricultural sector in Namibia, particularly the Green Scheme Programme.

Main duties:

The candidate will be responsible for preparation of detailed CAD drawings, interpretation of design, site visits, documentation and filling, support in project planning and coordinate activities for the subdivision.

Enquiries: Mr David T Nehale; Tel (061) 2087784

DIRECTORATE OF AGRICULTURAL PRODUCTION, EXTENSION AND ENGINEERING SERVICES

DIVISION: DIVISION AGRICULTURAL ENGINEERING

SUBDIVISION: PROJECT DESIGN, DEVELOPMENT AND MANAGEMENT

SECTION: NORTH CENTRAL AND NORTH EAST

Post designation	: Chief Engineering Technician Grade 7 (Mechanical)
1x Posts	: Windhoek
Salary scale	: N\$ 291 128 – N\$ 347 926
Salary Notch	: N\$ 291 128 per annum
Housing allowance	: N\$ 17 424 per annum
Transport allowance	: N\$ 10 512 per annum

Minimum requirement: An appropriate National Diploma in Mechanical Engineering at NQF Level 6 plus a minimum of three (3) years appropriate working experience in Mechanical

Engineering design software such as AutoCAD OR Caddie OR solid work. The candidate must have a valid driver's license.

Competencies required: Extensive knowledge in Microsoft word, PowerPoint, Microsoft project and excel, good analytical and presentations skill, computer literacy with competence in Microsoft Office Suits, Internet, report writing, and inter personal skill are requirements for this post. The incumbent should have knowledge of the Public Procurement Act 15 of 2015 as amended, Public Private Partnership Act 4 of 2017, as well as a general knowledge of the agricultural sector in Namibia, particularly the Green Scheme Programme.

Main duties:

The candidate will be responsible for preparation of detailed CAD drawings, interpretation of design, site visits, documentation and filling, support in project planning and coordinate activities for the subdivision.

Enquiries: Mr David T Nehale; Tel (061) 2087784

DIRECTORATE: AGRICULTURAL RESEARCH AND DEVELOPMENT

DIVISION: PRODUCT DEVELOPMENT, TRAINING AND QUALITY ASSURANCE

SUBDIVISIONS: TSUMIS ARID ZONE AGRICULTURAL CENTRE

MASHARE AGRICULTURAL DEVELOPMENT INSTITUTE

Post designation	:	Chief Agricultural Scientific Officer, Grade 5
2x Post	:	Post A: Tsumis Arid Zone Agricultural Centre Post B: Mashare Agricultural Development Institute
Salary Scale	:	N\$ 412,001 – N\$ 492,567 per annum
Salary Notch	:	N\$ 412,001 per annum
Housing Allowance	:	N\$ 17,424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: A B.Sc. Degree in Agriculture (Honours) or equivalent qualification at NQF Level 8 with major subjects in either animals or plants science plus a minimum of four (4) years of relevant experience in executing curriculum development, training material and assessment tools development for the purpose of technical vocation and educational training and research in agriculture.

Preference will be given to candidates with a Master of Science degree in Agriculture on NQF level 9 or equivalent qualifications and knowledge in management of an educational center with regards to training programmes, farm management, hospitality and technical workshop. An incumbent knowledgeable in TVET with Competency-based and Education Training (CBET) principles and at least be in possession of a certificate in Training of Trainers, recognized by the Namibia Training Authority (NTA) and farming knowledge will be an added advantage.

This is an overhead supervisory and a promotional post where the incumbent is expected to demonstrate good leadership skills, decision-making, supervision, planning, organizing, management in terms of financial and human resources including a good command of Public Services Staff Rules, State Finance Act, Treasury Instructions, Procurement Act and Regulations.

Enquiries: Clemens //Khaiseb (061) 208 7002 (for technical information only)

DIRECTORATE OF AGRICULTURAL RESEARCH AND DEVELOPMENT
DIVISION: LIVESTOCK RESEARCH
SUBDIVISION: LIVESTOCK SUPPORTIVE SCHEMES

Post designation	:	Senior Agricultural Scientific Officer, Grade 6
1x Post	:	Windhoek
Salary Scale	:	N\$ 354, 883 – N\$ 424, 119 per annum
Salary Notch	:	N\$ 354, 883 per annum
Housing Allowance	:	N\$ 17, 424 per annum
Transport Allowance	:	N\$ 10, 512 per annum

Minimum Requirements: A Bachelor of Science Honours Degree on NQF level 8 in Agriculture majoring in Animal Science plus a minimum of approximately four (4) years appropriate experience in livestock production research or livestock training or livestock breeding (production & molecular) and animal reproduction, performance testing and exposure to data capturing software programmes (Bengu Farming, Breedplan). Thorough knowledge of theoretical and practical aspects pertaining to

Namibian livestock is essential. The candidate must be computer literate. A candidate must be in a possession of valid driving license code B.

Preference will be given to candidates who hold a **Master of Science** (M. Sc.) degree in Animal Science or equivalent qualification. Preference will be given to candidates with a thorough understanding of performance testing, animal breeding (applied and molecular) and nutrition. At least two scientific research publications including thesis will be a definite advantage.

Main duties:

- Identify, plan, design and implement, execute, monitor and evaluate livestock research projects throughout Namibia.
- Supervise, guide and mentor junior agricultural researchers with new or ongoing research projects.
- Implement, monitor and evaluate performance testing at government research stations as private farmers.
- Compile periodic research project reports.
- Write scientific articles and publish in either the Agricola or Spotlight on Agriculture, or international journals at least once a year.
- Compile, prepare and submit scientific articles of the Division Livestock Research and Production for peer-reviewing and publication.
- Disseminate activities and findings to stake holders in the form of scientific reports, papers, posters and publications.
- Liaise with other line Ministries and relevant stakeholders.
- Network with stakeholders and maintain good working relationships between government and external parties.
- Assist the Chief Agricultural Scientific Officer with Administrative duties such as HR issues, budgeting, annual work plan, etc.

Enquiries: Deidré Januarie - Deputy Director at (061) 208 7086

DIRECTORATE OF AGRICULTURAL RESEARCH AND DEVELOPMENT
DIVISION: LIVESTOCK RESEARCH
SUBDIVISION: LARGE STOCK

Post Designation	:	Senior Agricultural Technician Grade 8
1x Post	:	Oshaambelo Livestock Development Centre
Scale of Salary	:	N\$ 238 825 – N\$ 285 420 per annum
Housing Allowance	:	N\$ 17 424.00 per annum
Transport Allowance	:	N\$ 10 512.00 per annum
Remoteness Allowance	:	N\$ 13 800.00 per annum

Minimum requirements: A National Diploma in Agriculture on NQF L6 plus four (4) years appropriate experience with specific emphasis on livestock production OR a two (2) Standardized Diploma in Agriculture plus six (6) years appropriate experience with specific emphasis on livestock production. Main subjects should include animal husbandry, animal health, rangeland management, animal nutrition, marketing, breeding and selection among others. The candidate must be computer literate and must be in possession of a valid driver's license.

Preference will be given to candidates with knowledge in adult education and non-formal training.

Main duties:

- Assist the Scientific Officers in the systematic data collection for research trials.
- Observe and take certain measurements on animals and related research materials.
- Collect data and draw up reports.
- Manage the livestock on research station.
- Perform all livestock farming related activities, such as supervising calving, handling of calves.etc.
- Advise and train producers on specific farming practices.
- Execute farm planning which include water supply system, equipment, machineries and infrastructure such as fencing.
- Administer registers concerning materials and supplies.
- Handle personnel administration matters.
- Assist the Chief Agricultural Technician with all management and administrative duties.

Enquiries: Ms. Victoria Shuuluka (065) 258088 **Email:**
Victoria.Shuuluka@mawlr.gov.na

DIRECTORATE OF AGRICULTURAL RESEARCH AND DEVELOPMENT

DIVISION: LIVESTOCK RESEARCH AND PRODUCTION

SUBDIVISION: LARGE STOCK

Post designation	:	Farm Foreman Grade 12
5x Posts		Post A: Sandveld Livestock Research Station Post B: Sachinga Livestock Development Centre Post C: Okomumbonde Breeding Station Post D: Kalahari Research Station Post E: Omahenene Research Station
Scale of Salary	:	N\$ 107 753 – N\$ 129 240
Salary Notch	:	N\$ 107 753 per annum
Housing Allowance	:	N\$ 13 944.00 per annum
Transport Allowance	:	N\$ 10 512.00 per annum
Remoteness Allowance	:	Sandveld, Omahenene, Kalahari & Sachinga: N\$ 13 800.00 per annum Okomumbonde: N\$ 21 000.00 per annum

Minimum requirements: A Grade 10 Certificate on NQF L2 with twenty-four (24) and a D symbol in English plus two (2) years appropriate farming experience in small and large stock production on a Government Research Station or large small stock commercial stud farm.

The candidate must be in possession of a valid drivers' license.

Main duties

- Manage, guide and support a team under his/her supervision on the Station.
- Record keeping of all implements, tools and consumables.
- Perform service and minor repairs on windmills, water engines and tractors
- Combat and controlling vermin

- Perform all livestock farming related activities, such as supervising calving, handling of calves.etc
- Perform other animal husbandry functions, such as marking, castration and dehorning etc.

The incumbent must reside on the Station so as to perform work after hours and must be prepared to travel extensively away from duty station.

Enquiries: **Mr. Gerson Tjimbundu** **(062) 568014** (Sandveld)
 Mr. Frampton Kamatoto **(067) 687225** (Okomumbode)
 Mr. Ericious Simwanza **(066) 252153** (Sachinga
 Mr. Hilmer DeKlerk **(063) 260152** (Kalahari)

DIRECTORATE OF AGRICULTURAL RESEARCH AND DEVELOPMENT
DIVISION: LIVESTOCK RESEARCH AND PRODUCTION
SUBDIVISION: LARGE STOCK

Post Designation	:	Operator Driver Grade 12
1x Post	:	Kalahari Livestock Research Station
Scale of Salary	:	N\$ 107 753 – N\$ 129 240
Salary Notch	:	N\$ 107 753 per annum
Housing Allowance	:	N\$ 13 080 per annum
Transport Allowance	:	N\$ 10 512 per annum
Remoteness Allowance	:	N\$ 13 800.00 per annum

Minimum Requirements: A Grade 10 Certificate on NQF L2 with twenty four (24) points and a D symbol in English. Candidates must have a valid Code CE driver's license.

The candidate must be prepared to reside on the Research Station and work after normal working hours, Weekends and on Public Holiday. Preference will be given to Namibian citizens.

Main duties

- Candidate is expected to drive vehicles and tractors to transport goods and provide other services
- Candidate is expected to perform other farming operations as assigned by the supervisor.

Enquiries: **Mr. Hilmer DeKlerk** **(063) 260152** **Email: Mr. Ronald Ngozu** **(063) 260152** **Email: Ronald.Ngozu@mawlr.gov.na**

DIRECTORATE OF AGRICULTURAL RESEARCH AND DEVELOPMENT
DIVISION: CROP RESEARCH AND PRODUCTION
SUBDIVISION: RESEARCH AND MANAGEMENT

Post Designation	:	Chief Agricultural Technician, Grade 7
1x Post	:	Kalimbeza Crop Research Station

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Salary Scale	:	N\$ 291 128 – N\$ 347 926
Housing Allowance	:	N\$ 13 944 per annum
Transport Allowance	:	N\$ 10 512 per annum
Remoteness Allowance	:	N\$ 9000.00 per annum

Minimum requirements : A National Diploma in Agriculture on NQF Level 6 plus a minimum of six (6) years appropriate experience in farm management OR a two (2) years tertiary standardized Agricultural Diploma plus a minimum of eight (8) years appropriate experience in farm management. The candidate must be in possession of a valid driver's license.

Main duties:

- Plan and oversee crop production, seed multiplication, research trials, staff management, and the overall administration of the research station.
- Implement the annual work plan in line with budget allocations and operational objectives.
- Manage procurement, stock control, and maintenance of equipment and infrastructure.
- Maintain and update registers related to materials, supplies, and personnel administration.
- Oversee bookkeeping, ensuring accurate records of income and expenditure.
- Provide support to researchers in executing their projects at the station.
- Coordinate activities between research staff and farm operations, including data collection.
- Organize and lead farm committee meetings.
- Support the Control Agricultural Technician (CAT) in managerial and administrative functions.
- Ensure compliance with all relevant farm rules and regulations.

Enquiries: **Mr Johan Beukes @ Telephone no: +264 61 2087063/9**
 Ms. Ndamona Kamati – 081 247 9735

DIRECTORATE OF AGRICULTURAL RESEARCH AND DEVELOPMENT
DIVISION: CROP RESEARCH AND PRODUCTION
SUBDIVISION: CROP RESEARCH

Post Designation	:	Agricultural Technician Grade 9
1x Post	:	Bagani Crop Research Station
Scale of Salary	:	N\$ 195 216 – N\$ 234 144
Housing Allowance	:	N\$ 13 944.00 per annum
Transport Allowance	:	N\$ 10 512 per annum
Remoteness Allowance	:	N\$ 13 800.00 per annum

Minimum requirements : A National Diploma in Agriculture on NQF L6 OR a two (2) years tertiary standardized Agricultural Diploma plus two (2) years appropriate experience. The candidate must be in possession of a valid driver's license.

Candidates must be able to reside full time at the station for the execution of duties after normal working days, Sunday and Public Holidays.

Main duties:

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

- Support Chief Agricultural Technician on implementation of farm operations
- Assist the Agricultural Scientific Officers in the systematic data collection for research trials
- Observe, take certain measurements and collect data on crop trials and related research materials
- Monitor trials, collect data and draw up reports
- Advise and train producers on specific farming practices
- Execute farm planning which include water supply system, equipment, machineries and infrastructure such as fencing
- Administer registers concerning materials and supplies
- Assist the supervisor with all management and administrative duties

Enquiries: Mr. Johan Beukes – 061 2087039/69
Mr Amon Muhuulu – 0812556655/ 066259000

DIRECTORATE OF AGRICULTURAL RESEARCH AND DEVELOPMENT
DIVISION: CROP RESEARCH AND DEVELOPMENT
SUBDIVISION: CROP RESEARCH

Post Designation	:	Operator Driver Grade 12
1x Post	:	Bagani Crop Research Station
Salary Scale	:	N\$ 107 753 – N\$ 129 240
Salary Notch	:	N\$ 107 753 per annum
Housing Allowance	:	N\$ 13 944 per annum
Transport Allowance	:	N\$ 10 512 per annum
Remoteness Allowance	:	N\$ 13 800.00 per annum

Minimum Requirements : A Grade 10 Certificate on NQF level 2 with twenty-four (24) points in seven (7) subjects and a D symbol in English. Candidates must have a valid Code CE driver's license.

Candidates must be able to reside full time at the station for the execution of duties after normal working days, weekends, Sunday and Public Holidays.

Main duties:

- Candidate is expected to drive vehicles and tractors to transport goods and provide other services
- Candidate is expected to perform other farming operations within the Personnel Administrative Measures (PAM).

Enquiries: Mr. Johan Beukes – 061 2087039/69
Mr Amon Muhuulu – 066 – 259000 / 0812556655

DIRECTORATE OF AGRICULTURAL RESEARCH AND DEVELOPMENT
DIVISION OF PRODUCT DEVELOPMENT, TRAINING AND QUALITY ASSURANCE
SUBDIVISION: ANALYTICAL SERVICES AND PRODUCT DEVELOPMENT

Post designation	:	Agricultural Technician Grade 9
1x Post	:	Windhoek
Salary Scale	:	N\$ 195 216 – N\$ 234 144
Salary Notch	:	N\$ 195 216 per annum

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Housing Allowance	:	N\$ 17,424 per annum
Transport Allowance	:	N\$ 10,512 per annum

Minimum Requirements: A National Diploma in Agriculture on NQF Level 6. The candidate be in possession of a valid driving license.

Preference will be given to candidates with main subjects that include Plants OR Crops OR Soils OR Analytical Chemistry.

Competencies required: Candidates must be able to conduct testing according to SOPs and strictly follow safety guidelines at all times and maintain a clean and orderly environment in the laboratory. Knowledge in laboratory quality management and ISO/IEC 17025 will be an added advantage.

Main duties:

- Perform all soil laboratory analytical related activities, such as receiving, labelling and analyzing samples (Soil, Manure and Plant tissue etc.).
- Maintain quality control internally and International through proficiency tests from Accredited Laboratories.
- Provide analytical services to various customers and stakeholders accordingly.
- Assist Agricultural Scientific Officers to conduct research experiments in the laboratory.
- Organize and store all chemical substances and compressed gases according to safety instructions.
- Record all data and results in specified forms (paper and electronic) with accuracy and responsibility.
- Maintain equipment and assist in ordering laboratory supplies.
- Report regularly to the Supervisor.
- Assist the Technical Assistants (TA's) in improving the work flow.

Enquiries: Ms Ella Shiningayamwe, 061 – 208 7020

DIRECTORATE OF AGRICULTURAL RESEARCH AND DEVELOPMENT
DIVISION: LIVESTOCK RESEARCH
SUBDIVISION: LARGE STOCK

Post designation	:	Chief Agricultural Technician Grade 7
2x Post	:	Post A : Sonop Research Station Post B : Okapya Livestock Development Centre
Scale of Salary	:	N\$ 291 128 – N\$ 347 926
Salary Notch	:	N\$ 291 128 per annum
Housing Allowance	:	N\$ 17 424.00 per annum
Transport Allowance	:	N\$ 10 512.00 per annum
Remoteness Allowance	:	Sonop -N\$ 13 800.00 per annum Okapya – N\$ 21 000.00 per annum

Minimum requirements: A National Diploma in Agriculture on NQF level 6 plus a minimum of six (6) years relevant experience OR a two (2) year Standardized Agricultural Diploma plus a minimum of eight years (8) relevant experience. The candidate must be in possession of a valid driver's licence.

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Preference will be given to applicants with experience in livestock management on GRN Research/Breeding Stations or Stud Farms or Livestock research or Rangeland management.

Competency required: A good knowledge of State Finance Act (Act 31 of 1991), Procurement Act (Act 15 of 2015) and Treasury Instructions, proficiency and experience in Microsoft Office (Word, Excel and Power Point), livestock data capturing programmes livestock data capturing programmes as Bengu Farming, Herd Master or Breed Plan .

Candidate must be prepared to reside on the Station so as to perform farm work after normal working hours, Weekends, Public Holidays and Sundays, if necessary.

Main duties:

- Plan and supervise all related work and matters such as GRN livestock, rangeland, human resource management and development, and administration on the Station.
- Implement work plan as per allocated budgets and set objectives.
- Implement activities related to cultivated pastures.
- Give inputs on the Annual Procurement Plan.
- Compile annual livestock returns.
- Assist with the preparation of annual Treasury Approvals on auctions, farm produce, game, abattoirs, prices, etc.
- Manage all stock at duty station, including purchasing of material, maintenance of stock and infrastructure.
- Implement and update all relevant registers concerning materials and supplies, livestock and personnel administration.
- Supervise the administration of proper book keeping systems, income and expenditure on livestock breeding/ research station.
- Assist researchers with implementation of research projects at the Station.
- Co-ordinate the work plan between researchers and farming operations including organization, implementation, execution and gathering of data.
- Facilitate development of Performance Agreements as well as the quarterly reviews and annual performance appraisals.
- Organize and facilitate the formation of farm committees, as well as to assist with meetings at the Station.
- Assist the supervisor (Control AT) with all management and administrative duties.
- Ensure adherence to all relevant Rules and Regulations (e.g. Public Service Staff Rules, Farm Rules, ect).

Enquiries: Ms. Julia Sepe 0811422190 **Email:** Julia.Sepe@mawlr.gov.na
Dr. Deidré Januarie (061) 2087086 Email: Deidre.Januarie@mawlr.gov.na

DIRECTORATE OF AGRICULTURAL RESEARCH AND DEVELOPMENT
DIVISION: LIVESTOCK RESEARCH
SUBDIVISION: LARGE STOCK

Post designation : Senior Agricultural Technician Grade 8

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

1x Post	:	Sandveld Research Station
Scale of Salary	:	N\$ 238 825 – N\$ 285 420
Salary notch	:	N\$ 238 825 per annum
Housing Allowance	:	N\$ 17 424.00 per annum
Transport Allowance	:	N\$ 10 512.00 per annum
Remoteness Allowance	:	N\$ 13 800.00 per annum

Minimum requirements: A National Diploma in Agriculture on NQF level 6 plus four (4) years' experience on livestock production OR a two (2) Standardized Agricultural Diploma plus six (6) years appropriate experience on livestock production. Main subjects should include animal husbandry, animal health, rangeland management, animal nutrition, marketing, breeding and selection among others. The candidate must be in possession of a valid driver's license.

Preference will be given to candidates with experience in livestock management on GRN Research/Breeding Stations or Stud Farms; Livestock research and Rangeland management. Preference knowledge in adult education and non formal training.

Candidate must be prepared to reside on the Station so as to perform farm work after normal working hours, Weekends, Public Holidays and Sundays, if necessary.

Main duties:

- Assist the Scientific Officers in the systematic data collection for research trials.
- Observe and take certain measurements on animals and related research materials.
- Collecting and capturing of data on BenguFarm software and draw up reports.
- Maintain livestock and other related farm registers.
- Assist with the preparation of annual Treasury Approvals on auctions, farm produce, game, abattoirs, prices, etc.
- Manage the livestock on research station.
- Perform all livestock farming related activities, such as supervising calving, handling of calves.etc.
- Advise and train producers on specific farming practices.
- Execute farm planning which include water supply system, equipment, machineries and infrastructure such as fencing.
- Administer registers concerning materials and supplies.
- Handle personnel administration matters.
- Assist the Chief Agricultural Technician with all management and administrative duties.

Enquiries: Mr. Gerson Tjimbundu (062) 568014 *Email:*
Gerson.Tjimbundu@mawlr.gov.na Mr. Andreas K. Mbinga (061) 2087032 *Email:*
Andreas.Mbinga@mawlr.gov.na

DIRECTORATE OF AGRICULTURAL RESEARCH AND DEVELOPMENT
DIVISION: LIVESTOCK RESEARCH AND PRODUCTION
SUBDIVISION: LARGE STOCK

Post designation : Farm Foreman Grade 12

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

1x Post	:	Kalahari Research Station
Scale of Salary	:	N\$102 622 – N\$123 086 per annum
Salary notch	:	N\$102 622 per annum
Housing Allowance	:	N\$ 17 424.00 per annum
Transport Allowance	:	N\$ 10 512.00 per annum
Remoteness Allowance	:	N\$ 13 800.00 per annum

Minimum requirements: A Grade 10 Certificate on NQF level 2 with twenty-four (24) points in seven (7) subjects and a D symbol in English plus a minimum of two (2) years farming experience in small and large stock production on a Government Research Station or large small stock commercial stud farm. The candidate must be in possession of a valid drivers' license.

Preference will be given to candidate with a valid code C1 driver's license.

Competencies required: Good command of English and a sound knowledge of livestock farming; skills in farm maintenance like welding, water installations, fencing and repairs of farm implements and equipment will be an advantage. Good leadership skills and human relations will be added advantage. The applicant must be a Namibian citizen.

Candidate must be prepared to reside on the Station so as to perform farm work after normal working hours, Weekends, Public Holidays and Sundays, if necessary and must be prepared to perform duties away from duty station.

Main duties:

- Manage, guide and support a team under his/her supervision on the Station.
- Record keeping of all implements, tools and consumables.
- Perform service and minor repairs on windmills, water engines and tractors
- Combat and controlling vermin
- Perform all livestock farming related activities, such as supervising lambing, calving, handling of lambs and calves, handling of Swakara pelts, etc
- Perform other animal husbandry functions, such as marking, castration and dehorning etc.

Enquiries: Mr. Hilmer DeKlerk: (063) 260152 **Email:** Hilmer.DeKlerk@mawlr.gov.na
 Mr. Ronald Ngozu: (063) 260152 **Email:** Ronald.Ngozu@mawlr.gov.na

DIRECTORATE OF AGRICULTURAL RESEARCH AND DEVELOPMENT
DIVISION: LIVESTOCK RESEARCH AND PRODUCTION
SUBDIVISION: LARGE STOCK

Post Designation	:	Operator Driver, Grade 12
1x Post	:	Omatjenne Research Station
Salary Scale	:	N\$102 622 – N\$ 123 086 per annum
Salary notch	:	N\$102 622 per annum
Housing Allowance	:	N\$ 17 424.00 per annum
Transport Allowance	:	N\$ 10 512.00 per annum
Remoteness Allowance	:	N\$ 13 800.00 per annum

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Minimum Requirements: A Grade 10 Certificate on NQF level 2 with twenty-four (24) points in seven (7) subjects and a D symbol in English. Candidates must have a valid Code CE driver's license.

Candidate must be prepared to reside on the Station so as to perform farm work after normal working hours, Weekends, Public Holidays and Sundays, if necessary.

Main duties:

- Candidate is expected to drive vehicles and tractors to transport goods and provide other services
- Candidate is expected to perform other farming operations within the Personnel Administrative Measures (PAM).

Enquiries: Mr. Salmon Hosea (067) 304259
Mr. Andreas K. Mbinga (061) 2087032

DIRECTORATE OF VETERINARY SERVICES
DIVISION: EPIDEMIOLOGY, IMPORT/EXPORT CONTROL, ADVISORY SERVICES &
TRACEABILITY
SUB-DIVISION: IMPORT AND EXPORT CONTROL

Post designation	:	Chief Agricultural Inspector Grade 8
1x Post	:	Walvis Bay Harbour
Salary Scales	:	N\$238 825- N\$ 285 420 per annum
Salary notch	:	N\$ 238 825 per annum
Transport Allowance	:	N\$ 10512 per annum
Housing Allowance	:	N\$ 17424 per annum

Minimum requirements: A National Diploma in Agriculture on NQF Level 6 or equivalent qualification plus a minimum of five (5) years appropriate experience in the veterinary science of which two (2) years must be in the field of veterinary import and export control. Candidates must be in possession of a valid driver's license.

Additional competences required: An understanding and knowledge of animal disease control and prevention through import and export requirements at the Border posts will be an added advantage. Demonstrable computer skills and knowledge in report writing is necessary. Adequate experience at supervisory level is important.

Enquiries: Dr. A. Shigwedha 064 205313 / Dr. V. Benhard (061) 2087890

DIRECTORATE OF VETERINARY SERVICES (DVS)
DIVISION: EPIDEMIOLOGY, IMPORT/EXPORT CONTROL, TRACEABILITY, MEDICINE
CONTROL AND ADVISORY SERVICES

Post Designation	:	Chief Veterinary Technician Grade 7
1x Post	:	Windhoek
Salary Scale	:	N\$ 291 128 – N\$ 347 926 per annum

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Salary notch	:	N\$ 291 128 per annum
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: A National Diploma in Agriculture or Animal Health on NQF Level 6 plus a minimum of five (5) years' experience in animal health related field with experience working with Namibia Livestock and Traceability System (NaMLITS). Candidates should be in possession of a driver's license.

Main duties:

- Contribute to planning and supervision of Namibian Livestock Traceability System (NamLITS) programs in collaboration with State veterinarian and Chief veterinarian.
- Responsible for overall supervision of NamLITS to ensure uniformity, effectiveness and efficiency regarding NamLITS activities
- Plan, assist in induction and orientation of newly appointed DVS staffs and train veterinary officials and other NamLITS users on traceability issues and use of NamLITS database.
- To read and apply Animal Health Act, Stock Brand Acts, Animal Identification Regulations and all DVS circulars relating to NamLITS as well as Public Service Act and all circulars relating to Personnel issues.
- To create and submit annual/monthly workplan with a monthly report to the state veterinarian.
- To supervise all subordinate staff members under your leadership
- Provide DVS circulars, public notifications and SOP to all NamLITS staffs under his/her supervision and other staff members in the division
- Resolve staff grievances and disputes or forward them to the state veterinarian where necessary.
- To discuss, authorize and approve subordinate staff leaves, trip control forms, overtime and DSA.
- Evaluate performance agreement
- Keep register of all NamLITS transgressions
- Overall supervise NamLITS connectivity to all state Veterinary offices in the regions
- Conduct NamLITS audit to all state Veterinary offices in the south.
- Engaging service providers in resolving NamLITS related matters
- Spot check on auction and check if auction protocol is adhered to
- Reset password for DVS staff members and to livestock keepers who are registered on NamLITS online
- Update users' profiles
- Perform any other duties assigned by the State Veterinarian
- This duty sheet may be amended to cater for any other eventualities that may render it insufficient or non-comprehensive, for satisfactory execution of your required responsibilities

Enquiries: Dr. Paul -Set at Tel: +264 61 208 7342

DIRECTORATE OF VETERINARY SERVICES

DIVISION: EPIDEMIOLOGY, IMPORT/EXPORT CONTROL, TRACEABILITY, SUBDIVISION: MEDICINE CONTROL AND ADVISORY SERVICES

Post Designation : Senior Veterinary Technician Grade 7

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

2x Post	:	Windhoek and Ondangwa
Salary Scale	:	N\$ 238 825 – N\$ 285 420 per annum
Salary notch	:	N\$ 238 825 per annum
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: A National Diploma in Agriculture or Animal Health on NQF level 6 plus a minimum of three (3) years' experience in animal health related field working with Namibia Livestock and Traceability System (NaMLITS). Candidates should be in possession of a driver's license.

Main duties:

- Conduct training sessions for veterinary officials on NamLITS and new system upgrades.
- Perform compliance checks with livestock identification regulations at offices and animal gathering events (e.g., auctions, kraalings, and roadblocks).
- Conduct monthly desktop audits on reconciled livestock movement permits, export permits, and auctions.
- Compile and submit monthly activity reports to the supervisor.
- Attend to NamLITS Online-related queries, including resetting user passwords.
- Assist in addressing office backlogs, including:
 - Unreconciled movement permits
 - Permit exemption resolutions
- Capturing of Animal Health Declaration Forms
- Update field Toughbooks and monitor data inflow from local systems to the live NamLITS database.
- Assist in the completion of animal health events (e.g., vaccinations, tagging, testing).
- Issue manual ear tag quotas as required.
- Ensure compliance with auction protocols by auctioneers and farmers, particularly regarding the timely uploading of auction data.
- Provide field support during tagging and vaccination campaigns, ensuring correct operation of Toughbooks and tag readers and accurate recording of ear tag data.
- Deliver extension services and outreach to farmers and farming communities on animal identification and traceability—particularly in the Northern Communal Areas (NCAs).
- Certify and process staff claims, overtime submissions, and DSA (daily subsistence allowance) forms prior to submission to the supervisor.
- Perform any other duties as assigned by the direct supervisor and the NamLITS Coordinator.

Enquiries: Dr. Paul -Set at Tell: +264 61 208 7342

DIRECTORATE OF VETERINARY SERVICES
DIVISION: EPIDEMIOLOGY, IMPORT/EXPORT CONTROL, TRACEABILITY, ADVISORY SERVICES/ MEDICINE CONTROL
SUBDIVISION: TRACEABILITY, ADVISORY SERVICES/ MEDICINES CONTROL
SECTION: ADVISORY SERVICES/ MEDICINE CONTROL

Post Designation : Veterinary Technician Grade 9
1x Post : Windhoek

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Salary Scale	:	N\$ 195 216 – N\$ 234 144 per annum
Salary notch	:	N\$ 195 216 per annum
Housing Allowance	:	N\$ 13 944 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: A National Diploma in Animal Health on NQF level 6. Candidates should be in possession of a driver's license.

Competencies required: Candidates should have the basic knowledge on legislations that govern animal disease control and prevention. Demonstrate good interpersonal skills.

Main duties:

- Assist in the development of training and awareness materials of the directorate
- Assist in the planning of staff and stakeholder trainings
- Ensure for smooth flow of trainings conducted
- Assist in dissemination of knowledge to farmers as well as other stakeholders
- Keep office register
- Perform any other duties assigned by supervisor.

Enquiries: Dr. Paul Sitwala; Tel. 061-208 7324

**DIRECTORATE OF VETERINARY SERVICES
DIVISION: ANIMAL DISEASE CONTROL, NORTH**

Post designation	:	Senior Animal Health Technician Grade 8
1x Post	:	Omuthiya State Veterinary office
Scale of Salary	:	N\$ 238 825 – N\$ 285 420
Salary notch	:	N\$ 238 825 per annum
Housing Allowance	:	N\$ 17 424.00 per annum
Transport Allowance	:	N\$ 10 512.00 per annum

Minimum requirements: A National Diploma in Agriculture or Animal Health on NQF Level 6 plus a minimum of four (4) years appropriate experience in Animal Health OR Livestock production OR animal disease control and surveillance programmes. The candidate must be registered with the Veterinary Council of Namibia as an Animal Health Technician. Candidate must be in position of a valid Driver's Licence.

Competencies required: Computer literacy, good knowledge of DVS protocols, Contingency Plans and animal health legislations, good leadership and management skills (must be able to apply rules and regulations; not be afraid to take responsibility), inter-personal skills (liaison skills - be able to communicate with farmers, Animal Health Technicians as well as his/her superiors) and self-motivated.

Main duties: To provide technical and operational services with respect to animal disease prevention, control, surveillance and monitoring programmes & activities in the assigned sub-section. The enforcement of all relevant veterinary legislations and policies in the assigned sub-section. To offer veterinary extension training services to farmers. Supervisory duties over sub-ordinates.

DIRECTORATE OF VETERINARY SERVICES
DIVISION: ANIMAL DISEASE CONTROL, NORTH

Post designation : Animal Health Technician Grade 9
11x Posts : **Post A:** Onankali,
Post B: Omuthiya,
Post C: Onaanda,
Post: D Oronditi,
Post E: Katima Mulilo,
Post F: Sangwali,
Post G: Impalila,
Post H: Mukwe,
Post I: Mile 30,
Post J: Tsumkwe,
Post K: Mangeti Quarantine Camp

Salary Scale : N\$ 195 216 – N\$ 234 144
Salary Notch : N\$ 195 216 per annum
Housing Allowance : N\$ 17,424 per annum
Transport Allowance : N\$ 10,512 per annum

Minimum requirements: A National Diploma in Agriculture majoring in Animal Health or Animal Health on NQF Level 6. The candidate must be registered with the Veterinary Council of Namibia as an Animal Health Technician.

Preference will be given to candidates with a valid driver's licence.

Main duties: This occupational class include staff members involved at operational level with the rendering of a supportive service to Veterinarians with respect to the improvement of the national herds, the collection of information of Agricultural and Veterinary importance, the execution of stock inspection with the aim of identifying and reporting abnormalities, abnormal phenomenon, foreign animals, diseased animals, disease conditions, deficiencies in livestock, livestock census figures, etc. The executional control of vaccination programs, the control of livestock movement, the provisional information/ extension services to livestock owners.

ENQUIRIES: DR R. ATHINGO TEL: (065) 233 855 DR J. KAPAPERO TEL: (067) 243 251

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION-CENTRAL REGIONS
SUBDIVISION: RURAL WATER SUPPLY AND SANITATION – ONANKALI
SECTION: MAINTENANCE

Post designation : Chief Artisan Foreman Grade 7
1x Post : Onankali
Salary scale : N\$ 291 128 – N\$ 347 926
Salary Notch : N\$ 291 128 per annum
Housing allowance : N\$ 17 424 per annum

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Transport allowance : N\$ 10 512 per annum

Minimum requirements: A Trade Diploma in Mechanical or Electrical or Civil Engineering on Level 3 issued in terms of existing legislation plus a minimum of five (5) years appropriate experience of which two (2) years should be at a level of Senior Artisan Foreman Grade 8.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Mr. Stephanson Tuukondjele Tel. No .065 286 320

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION-SOUTHERN REGIONS
SUBDIVISION: WATER SUPPLY AND SANITATION – MARIENTAL
SECTION: MAINTENANCE

Post designation : Chief Artisan Foreman Grade 7
1x Post : Mariental
Salary scale : N\$ 291 128 – N\$ 347 926
Salary Notch : N\$ 291 128 per annum
Housing allowance : N\$ 17 424 per annum
Transport allowance : N\$ 10 512 per annum

Minimum requirements: A Trade Diploma in Mechanical or Electrical or Civil Engineering on Level 3 issued in terms of existing legislation plus a minimum of five (5) years appropriate experience of which two (2) years should be at a level of Senior Artisan Foreman Grade 8.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Mr. Boleslaus Biwa at Tel. No .063 242 774

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION-EASTERN REGIONS
SUBDIVISION: WATER SUPPLY AND SANITATION – NKURENKURU
SECTION: MAINTENANCE

Post designation : Chief Artisan Foreman Grade 7
1x Post : Nkurenkuru
Salary scale : N\$ 291 128 – N\$ 347 926
Salary Notch : N\$ 291 128 per annum
Housing allowance : N\$ 17 424 per annum
Transport allowance : N\$ 10 512 per annum

Minimum requirements: A Trade Diploma in Mechanical or Electrical or Civil Engineering on Level 3 issued in terms of existing legislation plus five a minimum of (5) years appropriate experience of which two (2) years should be at a level of Senior Artisan Foreman Grade 8.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Mr. Richard Shikongo at Tel. No .066 270000

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION-CENTRAL REGIONS
SUBDIVISION: WATER SUPPLY AND SANITATION – OSHANA REGION
SECTION: MAINTENANCE

Post designation	:	Chief Artisan Foreman Grade 7
1x Post	:	Oshakati
Salary scale	:	N\$ 291 128 – N\$ 347 926
Salary Notch	:	N\$ 291 128 per annum
Housing allowance	:	N\$ 17 424 per annum
Transport allowance	:	N\$ 10 512 per annum

Minimum requirements: A Trade Diploma in Mechanical or Electrical or Civil Engineering on Level 3 issued in terms of existing legislation plus five a minimum of five (5) years appropriate experience of which two (2) years should be at a level of Senior Artisan Foreman Grade 8.

Preference will be given to candidates with the trade Diploma in Civil Engineering on level 3.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Mr. Justinus Pataka at Tel. No .063 221 447

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION-NORTH WESTERN,
AND NORTH CENTRAL REGIONS

5x Posts	:	Rural Water and Sanitation Officer Grade 10
Duty station	:	1x Spitzkoppe, 4 x Outapi
Salary Scales	:	N\$159 505 - N\$ 191 312 per annum
Salary notch	:	N\$159 505 per annum
Transport Allowance	:	N\$ 10512 per annum
Housing Allowance	:	N\$ 17424 per annum

Minimum requirements: A National Diploma in Community Development or Adult education or Environmental Health Science on NQF Level 6. Applicants must have a valid driving license Code B.

Preference will be given to candidates who are conversely in local language particular region.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Ms. Dina Kuaere at Tel. No .064 550057 (Spitzkoppe)
Mr. Moses Tjikundi at Tel No. 065 251900 (Outapi)

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION

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**DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION-NORTH EASTERN
REGIONS**

Post designation	:	Senior Rural Water and Sanitation Officer Grade 10
1x Post	:	Rundu
Salary Scales	:	N\$ 195 216- 234 144 per annum
Salary notch	:	N\$ 195 216 per annum
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: A National Diploma in Community Development or Adult Education or Environmental Health Science on NQF Level 6 plus a minimum of two (2) years appropriate experience in rural water and sanitation. Applicants must have a valid driving license Code B.

Preference must have a sound knowledge and understanding of the rural community of the particular region.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Ms. Morrister Katulo at Tel. No .066 266100

**DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION-NORTH WESTERN
REGIONS
SECTION: MAINTANANCE**

Post designation	:	Senior Artisan Foreman Grade 8
1x Post	:	Karibib
Scale of Salary	:	N\$ 238 825 – N\$ 285 420 per annum
Salary Notch	:	N\$ 238 825 per annum
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: A Trade Diploma in Mechanical OR Civil Engineering OR Electrical on Level 3 issued in terms of existing legislation plus a minimum of five (5) years appropriate experience. Applicants must have a valid driving license Code B.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Ms. Dina Kuaere at Tel. No .064 550057

**DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION SOUTHERN
REGIONS
SUBDIVISION: WATER SUPPLY AND SANITATION - HARDAP REGION
SECTION: MAINTENANCE**

Post Designation : Artisan Grade 10

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1x Post	:	Mariental
Salary Scale	:	N\$ 159 505 – N\$ 191 312 per annum
Salary Notch	:	N\$ 159 505 per annum
Housing allowance	:	N\$ 13 944 per annum
Transport allowance	:	N\$ 10 512 per annum

Minimum Requirements: A completed apprenticeship OR a Trade Diploma in Electrical on Level 3 issued in terms of existing legislation. Candidates plus a minimum of three (3) years appropriate experience in electrical related field. The Applicant must be in possession of a valid driver's license.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Mr. Boleslaus Biwa at Tel. No .063 242 774

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION NORTH-CENTRAL
REGIONS
SUBDIVISION: RURAL WATER SUPPLY AND SANITATION - OHANGWENA REGION

Post Designation	:	Operator Driver 12
1x Post	:	Eenhana
Salary Scale	:	N\$ 107 753 – N\$ 129 240 per annum
Salary Notch	:	N\$ 107 753 per annum
Housing allowance	:	N\$ 13 944 per annum
Transport allowance	:	N\$ 10 512 per annum

Minimum Requirements: A Grade 10 Certificate on NQF Level 2 with twenty four (24) points in five subjects with a D-symbol in English. The Applicant must be in possession of a **Code CE** driver's license.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Mr. Lasarus Shikololo **Tel:** 065 263 972

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION NORTH-EASTERN
REGIONS
SUBDIVISION: RURAL WATER SUPPLY AND SANITATION – KAVANGO WEST REGION

Post Designation	:	Development Planner Grade 8
1x Post	:	Nkurenkuru
Salary Scale	:	N\$ 238,825 – N\$ 285,420
Salary Notch	:	N\$ 238,825 per annum
Housing allowance	:	N\$ 17,424 per annum
Transport allowance:	:	N\$ 10,512 per annum

Minimum Requirements: A B-Degree in Sociology or Development Studies on NQF Level 7. Candidates must have a code B valid driver's license.

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A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Mr. Richard Shikongo at Tel. No .066 270000

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION NORTH–SOUTHERN
REGIONS

SUBDIVISION: RURAL WATER SUPPLY AND SANITATION – OMAHEKE REGION

Post designation	:	Senior Administrative Officer Grade 10
1x Post	:	Gobabis
Salary Scales	:	N\$159 505- 191 312 per annum
Salary notch	:	N\$159 505 per annum
Transport Allowance	:	N\$ 10512 per annum
Housing Allowance	:	N\$ 17424 per annum

Minimum Requirements: A National Diploma in Business Administration OR Public Management OR Business Management on NQF Level 6 plus four (4) years appropriate experience OR a Grade 12 Certificate with twenty (20) points in five (5) subjects including an E-symbol in English on NQF Level 3 plus six (6) years appropriate experience.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Ms Cecilie Muheua at Tel. No .062 564437

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION NORTH–SOUTHERN
REGIONS

SUBDIVISION: RURAL WATER SUPPLY AND SANITATION – OMAHEKE REGION

Post Designation	:	Artisan Grade 10
1x Post	:	Gobabis
Salary Scale	:	N\$ 159 505 – N\$ 191 312 per annum
Salary Notch	:	N\$ 159 505 per annum
Housing allowance	:	N\$ 13 944 per annum
Transport allowance	:	N\$ 10 512 per annum

Minimum Requirements: A completed apprenticeship OR a Trade Diploma in Mechanical on Level 3 issued in terms of existing legislation. Candidates must have at least three (3) years appropriate experience in auto mechanical related field. The Applicant must be in possession of a valid

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Ms Cecilie Muheua at Tel. No .062 564437

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION NORTH-SOUTHERN
REGIONS
SUBDIVISION: RURAL WATER SUPPLY AND SANITATION – OMAHEKE REGION

Post Designation	:	Artisan Grade 10
1x Post	:	Gobabis
Salary Scale	:	N\$ 159 505 – N\$ 191 312 per annum
Salary Notch	:	N\$ 159 505 per annum
Housing allowance	:	N\$ 13 944 per annum
Transport allowance	:	N\$ 10 512 per annum

Minimum Requirements: A completed apprenticeship OR a Trade Diploma in Civil Welding on Level 3 issued in terms of existing legislation. Candidates must have at least three (3) years appropriate experience in auto mechanical related field. The Applicant must be in possession of a valid

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Ms Cecilie Muheua at Tel. No .062 564437

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION NORTH-CENTRAL
REGIONS
SUBDIVISION: RURAL WATER SUPPLY AND SANITATION – OSHAKATI REGION

Post designation	:	Senior Administrative Officer Grade 10
1x Post	:	Oshakati
Salary Scales	:	N\$159 505- 191 312 per annum
Salary notch	:	N\$159 505 per annum
Transport Allowance	:	N\$ 10512 per annum
Housing Allowance	:	N\$ 17424 per annum

Minimum Requirements: A National Diploma in Business Administration or Public Management or Business Management on NQF Level 6 plus four (4) years appropriate experience OR a Grade 12 Certificate with twenty (20) points in five (5) subjects including an E-symbol in English on NQF Level 3 plus six (6) years appropriate experience.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Mr. Justinus Pataka at Tel. No .065 221447

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION NORTH-WESTERN
REGIONS
SUBDIVISION: RURAL WATER SUPPLY AND SANITATION - KUNENE REGION
SECTION: MAINTENANCE

Post Designation	:	Chief Artisan Foreman Grade 7
1x Post	:	Opuwo

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Salary Scale	:	N\$ 291 128 – N\$ 347 926 per annum
Salary notch	:	N\$ 291 128 per annum
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: A Trade Diploma in Mechanical or Electrical, or Civil Engineering on Level 3 issued in terms of existing legislation, plus five (5) years appropriate experience of which two (2) years should be at a level of Senior Artisan Foreman Grade 8.

Main responsibilities:

- The Chief Artisan Foreman is responsible for the compilation of sectional development plans, projects and programs as well as efficient and effective monitoring and evaluation of development projects and programs at sub sub-divisional level.
- Maintaining standards and guidelines of water supply and sanitation infrastructure.
- Ensuring that all existing infrastructure is maintained and repaired.
- Provide guidance to the Senior Artisan Foreman for the execution of the contractual works in support of infrastructure development and ensure the sustainable development of water supply infrastructure.
- Managing of fleet, equipment, budget allocation, administration, and human resources of the maintenance section at the sub-divisional office.
- The incumbent must be familiar with and be able to guide others in the Water Act of 2013, Water Supply and Sanitation Policy of 2008, CBM Policy, NWRMR White Paper, the Decentralization Policy, the Public Service Staff Rules, the Public Service Act, the State Finance Act, Treasury Instructions, and Tender Board Regulations.

Enquiries: Ms. Ndelitungilwa J Mutota , Control Administrative Officer at 065 273030 / 081 1222709

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION NORTH–WESTERN
REGIONS
SUBDIVISION: RURAL WATER SUPPLY AND SANITATION - KUNENE REGION
SECTION: MAINTENANCE

Post Designation	:	Artisan Grade 10 (Mechanical)
1x Post	:	Erwee (Kunene Region)
Salary Scale	:	N\$ 159 505 – N\$ 191 312 per annum
Salary Notch	:	N\$ 159 505 per annum
Housing allowance	:	N\$ 13 944 per annum
Transport allowance	:	N\$ 10 512 per annum

Minimum Requirements: A completed apprenticeship OR a Trade Diploma / Certificate in Mechanical issued in terms of existing legislation. The Applicant must be in possession of a driver's license (Code C1).

ENQUIRIES: Ms. Ndelitungilwa J Mutota **Tel:** 065-273030 or 081 1222709

DIRECTORATE: WATER SUPPLY AND SANITATION COORDINATION
DIVISION: RURAL WATER SUPPLY AND SANITATION COORDINATION NORTH-WESTERN
REGIONS
SUBDIVISION: RURAL WATER SUPPLY AND SANITATION - KUNENE REGION
SECTION: ADMINISTRATION

Post Designation	:	Operator Driver 12
1x Post	:	Opuwo (Kunene)
Salary Scale	:	N\$ 107 753 – N\$ 129 240 per annum
Salary Notch	:	N\$ 107 753 per annum
Housing allowance	:	N\$ 13 944 per annum
Transport allowance	:	N\$ 10 512 per annum

Minimum Requirements: A Grade 10 Certificate on NQF Level 2 with twenty four (24) points in five subjects with an D-symbol in English. The Applicant must be in possession of a **Code CE** driver's license.

ENQUIRIES: Ms. Ndelitungilwa J. Mutota **Tel:** 065-273030 or 081 1222709

DIRECTORATE: WATER RESOURCE MANAGEMENT
DIVISION: HYDROLOGY
SUB-DIVISION(S): HYDROLOGICAL NETWORK & DATA COLLECTION
SECTION: HYDROMETRY & DATA COLLECTION

Post Designation	:	Senior Hydrological Technician Grade 7
1x Post	:	Windhoek
Salary Scale	:	N\$ 291 128 – N\$ 347 926 per annum
Salary notch	:	N\$ 291 128 per annum
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: A National Diploma in Electrical or Electronic Engineering on NQF L 6 plus a minimum of three (3) years working experience in the field of water management in Namibia OR equivalent qualification with the following subjects; Engineering Mathematics, Electrical and Electronic Principles, Instrumentation and Control Systems, Electrical Systems and Fault Finding, Engineering Science and Engineering Design . Must be in possession of a valid Code B Driver's License.

Preference will be given to candidates with knowledge of field conditions related to hydrology and water resources management in Namibia. Technical training and expertise in hydrology, river hydraulics, land surveying, hydrometric measuring equipment and instrumentation. Good communication skills in English, both written and oral. Ability to communicate in other national languages will be an added advantage.

Main duties:

- Investigate new hydrometric equipment and techniques.

- Water level recorders, flow gauging equipment, telemetry, sediment sampling
- Testing of new equipment and techniques
- Upgrade and install hydrological instruments.
- Physical operation of hydrological network in service areas.
- Plan and execute hydrological fieldwork for hydrological data collection.
- Assist with data collection
- Analyze hydrological data collected and perform quality data control checks to validate data.
- Hydrological data preparation for computer input.
- Supervision and training of technical field staff for operation of gauging stations.
- Assistance with administrative support functions for stock taking and procurement in Hydrology Division.
- Any other lawful and reasonable instruction/duties given by supervisor or other senior personnel.

For enquiries: O. Rukoro (061 208 7195) or Ms G Diergaardt (061 208 7233)

DIRECTORATE: WATER RESOURCE MANAGEMENT
DIVISION: HYDROLOGY
SUB-DIVISION(S) : HYDROLOGICAL NETWORK & DATA COLLECTION
SECTION: HYDROMETRY & DATA COLLECTION

Post Designation	:	Chief Technical Assistant Grade 12
1x Post	:	Windhoek
Salary Scale	:	N\$ 107 753 – N\$ 129 240
Salary Notch	:	N\$ 107 753 per annum
Housing Allowance	:	N\$ 13 944 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: A Grade 10 Certificate on NQF level 2 with twenty-four (24) points in seven (7) subjects and a D symbol in English plus a minimum of three (3) years working experience in the field of water management in Namibia. Good communication skills in English both written and oral.

Preference will be given to candidates with a valid Code B driver's license

Competency required: Good communication skills in English both written and oral.

Main duties:

- Physical operation of hydrological network in service areas.
- Assistance with planning and execution of hydrological fieldwork for hydrological data collection.
- Responsible for data collection from service areas.
- Assistance in the investigations of new hydrometric equipment and techniques.
- Assistance with administrative support functions for stock taking and fleet management in Hydrology Division.

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- Quality assurance of hydrological electronic sensors.
- Supervision of technical field staff below grade for operation of gauging stations.
- Any other lawful and reasonable instruction/duties given by supervisor or other senior personnel.

For enquiries: Oriri. Rukoro (061 208 7195) or Ms G. Diergaardt (061 208 7233)

DIVISION: HYDROLOGY

SUB-DIVISION: HYDROLOGICAL NETWORK & DATA COLLECTION

SECTION: HYDROMETRY & DATA COLLECTION

Post Designation	:	Operator Driver Grade 12
1x Post	:	Windhoek
Salary Scale	:	N\$ 107 753 – N\$ 129 240
Salary Notch	:	N\$ 107 753 per annum
Housing Allowance	:	N\$ 13 944 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: A Grade 10 Certificate on NQF level 2 with twenty-four (24) points in seven (7) subjects and a D symbol in English plus a minimum of three (3) years working experience as a driver in Namibia.

Preference will be given to candidates with a valid Code CE driver's license.

Competency required: Good communication skills in English both written and oral.

- Main duties:
- Responsible for driving field staff during maintenance field trips.
- Assist with construction works at gauging stations.
- Delivery and fetching of ordered items and equipment from suppliers and government stores.
- Acquire quotations for materials and equipment used in maintenance and construction of gauging stations.
- Carry out technical tasks as required.
- Assistance with handling of equipment during maintenance works.
- Arrange field and office equipment at stores in good order.
- Supervision of technical field staff below grade during maintenance of gauging stations.
- Any other lawful and reasonable instruction/duties given by supervisor or other senior personnel.

For enquiries: Oriri. Rukoro (061 208 7195) or Ms G. Diergaardt (061 208 7233)

DIRECTORATE OF WATER RESOURCE MANAGEMENT

DIVISION: WATER BASIN MANAGEMENT

SUBDIVISION: INTERNATIONAL WATERS

Post Designation	:	Senior Hydrologist Grade 6
1xPost	:	Windhoek
Scale of Salary	:	N\$354,883 – N\$ 424,119 per annum
Salary notch	:	N\$354,883 per annum

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Housing allowance : N\$17,424 per annum
Transport Allowance : N\$10,512 per annum

Minimum Requirements: A Bachelor Honors degree in Integrated Water Resources Management or Environmental Management or Natural Resources Management on NQF L8 or related fields plus a minimum of four (4) years of appropriate experience in Transboundary Water Management and Cooperation or Water Allocation negotiations or Water Diplomacy. Knowledge and understanding of International Water Law Principles and demonstrated experience in River Basin Organizations (RBOs) operation would be added advantages. An MSc Degree in Water Resources Management/Integrated Water Resources Management would be an added advantage. A valid Driver's License is compulsory for the position.

Main duties:

- Provide administrative, secretariat and technical support to international River Basin Organizations / Commissions that Namibia is party to
- Assist with the liaison and co-ordination of specific tasks and projects related to International River Basin Organizations / Commissions
- Contribute to negotiating Namibia's equitable allocation from shared watercourses.
- Maintain institutional relationships between river basin organizations both locally, regionally and internationally
- Support the implementation of the Water Resources Management Act, Act 11 of 2013 and National Water Policy of 2000
- Support the implementation of the Southern African Development Community (SADC) Revised Protocol on Shared Watercourses with regards to regional integration, economic growth and poverty alleviation
- Support the implementation of International Water Management Agreements and Convention that Namibia Party to
- Support the participation of Namibian stakeholders in discussions concerning the identification and formulation of the interests of Namibia in the development of internationally shared water resources
- Assist with the establishment of mechanisms, or negotiate the revision of mechanisms, for the management, prevention and resolution of disputes relating to internationally shared water resources.
- Assist with initiatives towards the protection of international water resource quality, including discussion with upstream states to reduce or prevent the deterioration of water quality resulting from activities in upstream states
- Support awareness raising on water resources and general environmental related matters.
- Co-ordinate the smooth execution of all routine tasks, trips, reports and as well as relevant technical / scientific investigative projects;
- Participate in and represent the Namibia in different technical committees of RBOs
- Coordinate and/or compile RBOs progress and annual reports
- Supervise junior staff members in the Sub-section
- Carry out any other tasks as assigned by the supervisor

The Senior Hydrologist will report directly to the Chief Hydrologist: International Waters Section

Enquiries: Ms Ndina Nashipili; Deputy Director (Water Basin Management) Tel (061) 208 7154

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

**DIRECTORATE OF WATER RESOURCE MANAGEMENT
DIVISION: WATER BASIN MANAGEMENT
SUBDIVISION: NATIONAL WATER BASINS
SECTION: NORTHERN WATER BASIN MANAGEMENT**

Post Designation	:	Senior Hydrologist Grade 6
1x Post	:	Oshakati
Scale of Salary	:	N\$354,883 – N\$ 424,119 per annum
Salary notch	:	N\$354,883 per annum
Housing allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$10,512 per annum

Minimum Requirements: A Bachelor Honors degree in Integrated Water Resources Management or Hydrology or Environmental Management or Natural Resources Management on NQF Level 8 or related fields with core subjects such as Hydrology, Hydrogeology, Water Resources Planning/Management, Environmental Management plus a minim of four (4) years of appropriate experience in Water Resources Management. Knowledge and understanding of Basin Management Concept, flood and hydrological monitoring, remote sensing, stakeholders' engagement and an MSc Degree in Water Resources Management/Integrated Water Resources Management would serve as an added advantages. A valid Driver's License is a strict requirement for the position.

Main duties:

- Oversee the implementation of the Water Resources Management Act, Act 11 of 2013 and the implementation thereof.
- Support the implementation of national legislation related to water and environmental management.
- Provide overall technical and supervision to the Northern Water Basins.
- Provide technical and administrative support to the Iishana Sub-Basin Management Committee (IBMC).
- Coordinate and facilitate stakeholders engagements within the Cuvelai-Etoshia as well as other northern water basins.
- Coordinate the implementation of the various Iishana Sub-Basin Management Committee Annual Work Plan
- Assist with the liaison and co-ordination of specific tasks and projects for the Iishana Sub-Basin Management Committee (IBMCs)
- Provide support to the CUVECOM and PJTC.
- Support water resources monitoring (flood, water quality, pollution) within the Cuvelai Basin
- Undertake awareness raising on water resources and general environmental related matters.
- Participate in the establishment, continuous development and maintenance of a common database regarding all the relevant information required to manage water basins;
- Support the drafting of the annual work plans, capital and recurrent budgets of the Division.
- Assist with the drawing up of tender specifications, the administrative and technical handling and payment of tenders
- Assist with procurement and bid evaluations when required

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

- Support the development and/or review of Basin Management Plans and their implementation thereof
- Supervise and co-ordinate the smooth execution of all routine tasks, trips, reports and as well as relevant technical / scientific investigative projects
- Assist with compilation of Divisional quarterly reviews and annual reports.
- Supervise junior staff members in the Sub-division
- Carry out any other tasks as assigned by the supervisor

The Senior Hydrologist will report directly to the Chief Hydrologist: National Water Basin Subdivision

Enquiries: Ms Ndina Nashipili; Deputy Director (Water Basin Management) Tel (061) 208 7154

DIRECTORATE: WATER RESOURCES MANAGEMENT
DIVISION: HYDROLOGY
SUB-DIVISION: SURFACE WATER MANAGEMENT

Post Designation	:	Hydrologist, Grade 8
1x Post	:	Windhoek
Salary Scale	:	N\$238 825 - 285 420
Salary notch	:	N\$ 238 825 per annum
Housing allowance	:	N\$17,424 per annum
Transport allowance	:	N\$10,512 per annum

Minimum requirements: A B. Degree in Hydrology or Water Resources Management or Civil Engineering or equivalent qualification majoring in Hydrology or Water Resources Management or Civil Engineering. Driver's License is an added advantage.

Main duties: Conduct surface water availability assessment for river catchments in the interior of Namibia and for internationally shared watercourses

- Develop surface water resources plans
- Render assistance to basin management
- Review of EIAs related to water projects
- Compliance monitoring of water, sand and gravel abstraction from rivers
- Water resource modelling
- Collection of hydrometric data,
- Stream flow rating and sedimentation monitoring
- Assistance to senior staff

Enquiries: Mr A. Moses: (061)208 7258/ Ms. G. Diergaardt :(061) 208 7233

DIRECTORATE: WATER RESOURCES MANAGEMENT
DIVISION: HYDROLOGY
SUB-DIVISION: SURFACE WATER MANAGEMENT

Post Designation	:	Senior Hydrologist Grade 6
1x Post	:	Windhoek
Salary Scale	:	N\$ 354 883- N\$ 424 119
Salary notch	:	N\$ 354 883 per annum

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Housing allowance	:	N\$17,424 per annum
Transport allowance	:	N\$ 10 512 per annum

Minimum requirements: A B. Degree in Hydrology OR Water Resources Management or Civil Engineering on NQF L8 or equivalent qualification majoring in Hydrology OR Water Resources Management OR Civil Engineering plus a minimum of three (3) years working experience in hydrological service or water resources management environment. A Master degree will be an added advantage.

Main duties:

- Knowledge of policies in water sector, in particular related to new Water Act applied to surface water abstractions and impoundments and to water basin management
- Responsibility for assessment of surface water resources for river basins in interior of Namibia and for international shared watercourses
- Provide technical inputs into the management and joint utilization of Border Rivers by co-basin states.
- Responsible for the evaluation of potential of surface water resources as an input to prefeasibility and feasibility studies on their utilization
- Support with the collection in real-time of surface water data and advice on related action.
- Collection of information on flow in rivers and assist with giving flood warning and advising on flood control
- Advising on the short-term status of the surface water resources of the country
- Involvement in basin management, including quantification of surface water resources and basin water resource plans

Enquiries: Mr A. Moses: (061)208 7258/ Ms. G. Diergaardt: (061) 208 7233

DIVISION: SECURITY & RISK MANAGEMENT SERVICES

Post designation	:	Security Operations Officer Grade 8
3x Post	:	Windhoek
Salary Scale	:	N\$238,825 –N\$ 285,420
Salary Note	:	N\$238,825 per annum
Transport Allowance	:	N\$10,512 per annum
Housing Allowance	:	N\$17,424 per annum

Minimum Requirements: A National Diploma in Security Management or Police Science or Correctional Service or Military Science on NQF Level 6 plus a minimum of three (3) years appropriate experience.

General Requirements: An appointment in this Job category, irrespective of the functional level, is subject to vetting, and completed police, military, correctional service or security management basic training. Confirmation of probation is subject to the successful completion of the Advanced Security Awareness training by Namibia Central Intelligence Services (NCIS), for the 2nd entry post to 2nd promotion post.

Main Duties:

- Monitor and ensure that security programmes (physical, information and personnel security) are implemented, enforced, maintained, evaluated and adhered to;
- Ensure implementation of the physical security systems (CCTV, access control, fire detectors and intruder alarms) and standing instructions;
- Conduct daily patrol and inspection on the National Assembly's infrastructure or installation;
- To assist the Senior/Chief Security Operations Officer in detailed execution of Division's responsibilities;
- Ensure that Government assets (people, information, property and reputation) are protected; • Coordinate and liaise with NAMPOL and other Law Enforcement Agencies on security matters of the Ministry;
- To develop, review, oversee and evaluates the implementation of the various security directives, manuals and policies in the Ministry.
- Ensure the security programmes such as: Physical security, personnel security, document security, ICT security and security awareness are implemented, enforced, maintained, monitored, evaluated and adhered to.
- To ensure that security policies and plans are developed, managed and strictly implemented, enforced and adhered to
- Oversee and manage the performance of Security Operations Assistant;
- To investigate the contravention of security directives and advise the Senior/Chief Security Operations Officer in respect of appropriate steps deemed necessary as a result of such investigations.

Enquiries: Mrs. Martha Hainuka (Deputy Director: Security and Risk Management Services) @ Tel: 0612087933

DIVISION: SECURITY & RISK MANAGEMENT SERVICES

Post Designation	:	Security Operations Assistant Grade 12
1x Post	:	Windhoek
Salary Scale	:	N\$107,753 –N\$129,240
Salary Notch	:	N\$107,753 per annum
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$10,512 per annum

Minimum Requirements: A Grade 12 Certificate on NQF level 3 with a minimum of twenty (20) points in five (5) subjects and an E symbol in English.

General Requirements: An appointment in this Job category, irrespective of the functional level, is subject to vetting, and completed police, military, correctional service or security management basic training, irrespective of the functional level. Confirmation of probation is subject to the successful completion of the Advanced Security Awareness training by Namibia Central Intelligence Services (NCIS), for the 2nd entry post to 2nd promotion post.

Additional Requirements: A valid code B driver's license. No criminal record (valid police clearance).

Enquiries: Mrs. Martha Hainuka (Deputy Director: Security and Risk Management Services) @ Tel: 0612087933

**DIRECTORATE: GENERAL SERVICES
DIVISION: AUXILLIARY SERVICES
SUBDIVISION: STORES AND ASSET MANAGEMENT**

Post designation	:	Control Administrative Officer Grade 6
1x Post	:	Windhoek
Salary scale	:	N\$ 354 883 – N\$ 424 119
Salary Notch	:	N\$ 354 883 per annum
Housing allowance	:	N\$ 17 424 per annum
Transport allowance	:	N\$ 10 512 per annum

Minimum requirements: A National Diploma in Business Administration or Business Management or Public Management or Logistic Management on NQF Level 6 plus a minimum six (6) years appropriate experience in stores and management. Basic Stock Control Certificate will be an added advantage. Candidates must be in a possession of a valid driver's license.

Competencies required: High level of analytical skills in planning, organizing, leading, controlling, strong communication and a good report writing skills, knowledge and skills in computing, demonstrated interpersonal skills in working with a multidiscipline team & cultural diversity is expected.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

ENQUIRIES: Mr. Good-Well Shikongo; Deputy Director, Tel. No (061) 208 7317

**DIRECTORATE: GENERAL SERVICES
DIVISION: AUXILLIARY SERVICES
SUBDIVISION: OFFICE SUPPORT SERVICES**

Post designation	:	Control Administrative Officer Grade 6
1x Post n	:	Windhoek
Salary scale	:	N\$ 354 883 – N\$ 424 119
Salary Notch	:	N\$ 354 883 per annum
Housing allowance	:	N\$ 17 424 per annum
Transport allowance	:	N\$ 10 512 per annum

Minimum requirements: A National Diploma in Business Administration or Business Management or Public Management or Logistic Management on NQF Level 6 plus a minimum of six (6) years appropriate experience in office support disciplines such as accounts management, registries, cleaning services, budget control, and a basic understanding in procurement management. Candidates must be in a possession of a valid driver's license.

Competencies required: High level of analytical skills in planning, organizing, leading, controlling, strong communication and a good report writing skills, knowledge and skills in computing, demonstrated interpersonal skills in working with a multidiscipline team & cultural diversity is expected.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

ENQUIRIES:

Mr. Good-Well Shikongo; Deputy Director, Tel. No (061) 208 7317

**DIRECTORATE: GENERAL SERVICES
DIVISION: HUMAN RESOURCES MANAGEMENT
SUBDIVISION: PERFORMANCE IMPROVEMENT**

Post designation	: Chief Human Resource Practitioner Grade 6
1x Post	: Windhoek
Salary scale	: N\$ 354 883 – N\$ 424 119
Salary Notch	: N\$ 354 883 per annum
Housing allowance	: N\$ 17 424 per annum
Transport allowance	: N\$ 10 512 per annum

Minimum requirements: A Bachelor Degree in Human Resource Management or related Degree majoring in human resource on NQF Level 7 plus eight (8) years appropriate experience in human resource management of which two (2) years must be at Senior Human Resources Practitioner Grade 7 level.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

Enquiries: Mr. Simeon V. Amushelelo; Deputy Director: Human Resources; Tel (061) 208 7386

**DIRECTORATE: GENERAL SERVICES
DIVISION: FINANCE
SUBDIVISION BUDGET CONTROL AND EXPENDITURES**

Post designation	: Chief Accountant Grade 6
1x Post	: Windhoek
Salary Scale	: N\$354,883- N\$ 424,119 per annum
Housing allowance	: N\$10,512 per annum
Transport allowance	: N\$17,424 per annum

Minimum Requirements: A Bachelor Degree in Accounting and Finance on NQF Level 7 plus a minimum of eight (8) years appropriate experience of which two (2) years must be at Senior Accountant Grade 7 level . Candidates must be in possession of a Driver's license.

Preference will be given to candidates with additional experience in Sage Evolution System (Pastel Evolution).

Main Duties

- Assist with the preparation of the Ministry and LADF Funds annual budget (budget formulation and execution)
- Draft submissions to Treasury
- Assist the Deputy Director to manage all modules (Payroll, AP, DSA and Account Receivables) of the Finance Division and Expenditure of the Ministry and for LADF Fund.

- Respond to internal and external Audit queries regarding Ministerial accounts and Land Acquisition Fund (LADF).
- Ensure compliance with, IPSAS, State Finance Act and Treasury instructions and accounting policies and procedures
- Assist in the compilation of the financial statements to the Office of the Auditor General.
- Provide support information for annual audits and liaise with Office of the Auditor General
- Verifying all LADF Payments and transfer funds in the banking system.
- Attend to audit queries
- Train, coach and supervise staff members
- Formulate the Annual Financial Statements and ensure the statements are submitted to the Office of the Auditor General on or before 30th June each year
- Perform Financial Administration and prepare the monthly Financial Report for Finance Committee meeting.
- Monitoring financial inspections to the sub-receiver, rental income and land tax from Namra.
- Execute any other duties assigned by the Deputy Director Finance

Enquiries: Ms Gissel Shatika, Tel. 061-2087595

DIRECTORATE OF GENERAL SERVICES
DIVISION: FINANCE
SUBDIVISION: SALARIES AND REVENUE
SECTION: SUBSISTENCE AND TRAVELLING ALLOWANCE

Post designation	:	Senior Accountant Grade 7
1x Post	:	Windhoek
Salary scale	:	N\$ 291 128 – N\$ 347 926
Salary Notch	:	N\$ 291 128 per annum
Housing allowance	:	N\$ 17 424 per annum
Transport allowance	:	N\$ 10 512 per annum

Minimum requirements: A National Diploma majoring in Accounting on NQF L6 plus a minimum of five (5) years appropriate experience in finance. Applicants must have a valid driving license.

Preference will be given to candidates with Bachelor Degree majoring in Accounting on NQF L7 with three (3) years of experience dealing with ministerial subsistence and travelling allowance.

A DETAILED JOB DESCRIPTION IS AVAILABLE ON REQUEST.

Enquiries: Ms. Gissel Shatika Director: Finance; Tel (061) 208 7595

DIRECTORATE: GENERAL SERVICES
DIVISION: FINANCE
SECTION: DSA

Post designation	:	Accountant Grade 8
1x Post	:	Windhoek
Salary Scale	:	N\$227,453- N\$ 271,828 Per annum

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Housing allowance : N\$17,424 per annum
Transport allowance : N\$10,512 per annum

Minimum requirements: An appropriate Bachelor's Degree in Accounting NQF level 7 majoring in Accounting. The applicant should be in possession of a driver's licence.

Main Duties

- Processing of Daily subsistence allowances (DSA) advances
- Processing of DSA claims
- Sending of reminder letters to staff members on outstanding claims
- Attending to DSA queries
- Any other duties assigned by the supervisor

Enquiries: Ms. Gissel Shatika, Tel; 061 208

DIRECTORATE: GENERAL SERVICES
DIVISION: FINANCE
SECTION: REVENUE

Post designation : Accountant Grade 8
1x Post : Windhoek
Salary Scale : N\$227,453 - N\$ 271,828 Per annum
Housing allowance : N\$17,424 per annum
Transport allowance : N\$10,512 per annum

Minimum requirements: An appropriate Bachelor's Degree in Accounting NQF level 7 majoring in Accounting. The applicant should be in possession of a driver's licence

Main Duties

- Verification of monthly reports submitted by the regional sub-receiver of revenue offices
- Capturing of revenue receipts on the IFMS system
- Conduct financial inspections at the regional sub-receiver of revenue offices
- Conduct training of sub-receivers of revenue
- Attend to revenue queries
- Attend to duties of the cash office
- Recording, safekeeping and depositing of revenue collected
- Any other duties assigned by the supervisor

Enquiries: Mr. Obert S Maswahu, Tel; 061 208 7389

DIRECTORATE: PLANNING AND BUSINESS DEVELOPMENT
DIVISION: PLANNING AND STATISTICS
SUBDIVISION: STATISTICS AND BUSINESS INFORMATION

Post designation : Senior Statistician: Grade 7
1x Post : Windhoek
Salary scale : N\$ 291 128 – N\$ 347 926
Salary Notch : N\$ 291 128 per annum

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Housing allowance : N\$ 17 424 per annum
Transport allowance : N\$ 10 512 per annum

Minimum Requirements: A Bachelor Degree on NQF level 7 in Statistics or Applied Mathematics and Statistics or Population and Development plus a minimum of three (3) years working experience in the statistics related environment. Candidate must be in possession of a Code B valid driver's license.

Main duties:

- The Senior Statistician is expected to assist the Chief Statistician in planning and execution of the statistical programs of the subdivision.
- Candidate will be involved in the data collection, management, processing and modeling of information/data for the Management Information System (MIS).
- The candidate should have knowledge of the agricultural sector in Namibia and must be prepared to travel in the remote areas of the country.
- Candidate should have extensive knowledge in the design of surveys, computer skills (Microsoft excel, word, power point, internet), report writing, analytical and good interpersonal skills and should be able to work independently as well as in a team.
- The Senior Statistician is also expected to assist in routine administration and supervisions of junior staff.

Enquiries: Mr. Stephanus Sanda Tel: 061 208 7672

DIRECTORATE: PLANNING AND BUSINESS DEVELOPMENT
DIVISION: PLANNING AND STATISTICS
SUBDIVISION: STATISTICS AND BUSINESS INFORMATION

Post designation : Statistician: Grade 8
1x Post : Windhoek
Salary Scales : N\$ 238 825- N\$ 285 420 per annum
Salary notch : N\$ 238 825 per annum
Transport Allowance : N\$ 10512 per annum
Housing Allowance : N\$ 17424 per annum

Minimum Requirements: An appropriate Bachelor Degree on NQF level 7 in Statistics or Applied Mathematics and Statistics or Population and Development. Candidate must be in possession of a valid driver's license code B.

Preference will be given to candidates with a minimum of one (1) years working experience in the statistics related environment.

Main duties:

- The Statistician is expected to assist the Senior Statistician in planning and execution of the statistical programs of the survey section.
- Candidate will be involved in the data collection, analysis and report writing of agricultural surveys and censuses.
- The candidate should have knowledge of the agricultural sector in Namibia and must be prepared to travel in the remote areas of the country.
- Candidate should have extensive knowledge in the design of surveys, computer skills (Microsoft excel, word, power point, internet), report writing, analytical and

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good interpersonal skills and should be able to work independently as well as in a team.

- The Statistician is also expected to assist in routine administration and supervisions of junior staff.

Enquiries: Mr. Stephanus Sanda Tel: 061 208 7672

DIRECTORATE: PLANNING AND BUSINESS DEVELOPMENT
DIVISION: PLANNING AND STATISTICS
SUBDIVISION: STATISTICS AND BUSINESS INFORMATION

Post designation	:	Senior Agro-Business Analyst: Grade 7
1x Post	:	Windhoek
Salary scale	:	N\$ 291 128 – N\$ 347 926
Salary Notch	:	N\$ 291 128 per annum
Housing allowance	:	N\$ 17 424 per annum
Transport allowance	:	N\$ 10 512 per annum

Minimum Requirements: A Bachelor Degree on NQF level 7 in Agricultural Economics plus a minimum of three (3) years working experience in the agricultural advisory services related environment is required. Candidate must be in possession of a valid driver's license (code B).

Preference will be given to candidates with one or more of the following major subjects: Agricultural Economics, Economics, Statistics and Econometrics.

Main duties:

- The Senior Agro-business Analyst is expected to coordinate the activities related to National Early Warning on Food Security.
- The Senior Agro-Business Analyst is expected to design, formulate and prepare food security information, bulletins and reports.
- The candidate should have extensive knowledge in computer skills (Microsoft excel, word, power point, internet), report writing, analytical and good interpersonal skills and should be able to work independently as well as in a team.

Enquiries: Mr. Stephanus Sanda Tel: 061 208 7672

APPLICANTS SHOULD NOTE THE FOLLOWING:

- Applicants within the Public Service must attach proof of confirmation of probation to their application for employment. Applicants who are not in the Public Service must attach confirmations of employments from their previous and current employers.
- Applicants with foreign qualifications must attach proof of evaluation of such qualifications from the Namibia Qualifications Authority (NQA);
- Applicants who only partially complete and or do not sign application forms, or who do not attach originally certified Identification Documents, Qualifications will be disqualified. Hence applicants must fully complete the application form including Health Questionnaire. Where it is not applicable, applicants must indicate not applicable;
- Applicants must attach a comprehensive Curriculum Vitae (CV) to the application form for each position applied for;
- Please note all documentation must be originally certified and must be attached to the application form.

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- Applicants must use one (1) application form for each position applied for;
- Applicants in designated groups particularly women and people living with disabilities who are able to perform the required duties are strongly encouraged to apply;
- Only shortlisted candidates will be contacted. No application forms for employment, CVs and other supporting documents will be returned to the applicants;
- Faxed applications will not be considered and ;
- Applications (Form 156043 obtainable at all Government Offices) together with a comprehensive Curriculum Vitae and certified copies of educational qualifications and identity document(s) must be submitted to:

**THE EXECUTIVE DIRECTOR
MINISTRY OF AGRICULTURE, FISHERIES, WATER AND LAND REFORM
PRIVATE BAG 13184
WINDHOEK**

OR

**HAND DELIVERED AT:
MINISTRY OF AGRICULTURE, FISHERIES, WATER AND LAND REFORM
LUTHER STREET
GOVERNMENT OFFICE PARK
WINDHOEK**

MINISTRY OF ENVIRONMENT, FORESTRY AND TOURISM
DEPARTMENT: ENVIRONMENTAL AFFAIRS AND FORESTRY
DIRECTORATE: FORESTRY
DIVISION: CENTRAL & SOUTHERN REGIONS
SUBDIVISION: FORESTRY HARDAP AND KHARAS REGIONS

Post designation	:	Chief Forester Grade 5
1x Post	:	Mariental
Salary scale	:	N\$ 432 601 – N\$ 517 195
Housing Allowance	:	N\$ 17 424 p.a
Transport Allowance	:	N\$ 10 512 p.a

Minimum requirements: An appropriate 4-year B.Sc. or B.Sc. (Hons.) degree in the following field: Forestry, Environmental Biology, Natural Resource Management or equivalent qualification at NQF Level 8 **with 7 years appropriate experience in forest management activities**. A Master's degree in Forestry or related field would serve as an advantage. A valid driver's license (Code B/BE).

Overall responsibilities:

Supervise at Sub-divisional level the planning, implementation, co-ordination and directing of forest management activities. Oversee the management of forest management offices including budget control.

ENQUIRIES: Mr. Michael Otsub, Michael.Otsub@mef.gov.na, Tel. 061 2087291
Mr. Festus Shaanika, Festus.Shaanika@mawlr.gov.na, Tel. 061 2087632

CANDIDACY IS LIMITED TO NAMIBIAN CITIZENS AND PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY.

DEPARTMENT: ENVIRONMENTAL AFFAIRS AND FORESTRY
DIRECTORATE: FORESTRY
DIVISION: FOREST MANAGEMENT: NORTHERN REGIONS
SUBDIVISION: FORESTRY OSHIKOTO AND OHANGWENA REGIONS

Post designation	:	Senior Forester Grade 6
1x Post	:	Eenhana
Salary scale	:	N\$ 354 883 – N\$ 424 119
Housing Allowance	:	N\$ 17 424 p.a
Transport Allowance	:	N\$ 10 512 p.a

Minimum requirements: An appropriate 4-year B.Sc. or B.Sc. (Hons.) degree in Natural Resource Management, Forestry, Environmental Biology or Environmental Science or equivalent qualification at NQF Level 8 **with at least 5 years of working experience in forest management activities**. A Master's qualification in Forestry or a related field with the understanding and practical knowledge of sustainable forest management would serve as an advantage. A valid driver's license (Code B / BE).

Overall responsibilities:

Responsibilities linked to this position will include overseeing administrative activities and supervision at the sectional level; planning, implementing, coordinating, and guiding of forest management activities; proposal writing; conducting fieldwork in rural areas; and mentoring staff and students.

Enquiries: Mr Amon Andreas, amon.andreas@meft.gov.na, Tel. 061 2087320
Mr Festus Shaanika, Festus.Shaanika@mawlr.gov.na, Tel. 061 2087632

CANDIDACY IS LIMITED TO NAMIBIAN CITIZENS AND PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY.

DEPARTMENT: ENVIRONMENTAL AFFAIRS AND FORESTRY
DIRECTORATE: FORESTRY
DIVISION: FOREST AND BOTANICAL RESEARCH
SUBDIVISION: NATIONAL FORESTRY RESEARCH CENTRE

Post designation : Control Forestry Technician Grade 6
1x Post : **Okahandja**
Salary scale : N\$ 354 883 – N\$ 424 119
Housing Allowance : N\$ 17 424 p.a
Transport Allowance : N\$ 10 512 p.a

Minimum requirements: An appropriate 3 years Diploma in Forestry, Natural Resources management or Environmental Biology or equivalent qualification at NQF Level 6 with **five (5) years appropriate work experience in forest management activities**. A B.Sc. degree in Forestry or related field would serve as an advantage. A valid driver's license (Code B/BE).

Overall responsibilities: Responsibilities linked to this position will include preparation of the annual work plan for finance, personnel, and administrative services; preparation of procurement plan; compilation of the annual operational budget in consultation with the Directorate management; control and monitoring expenditure; supervision of administrative subordinates; compilation of submissions on administrative matters for the Directorate; liaison with the PMU concerning procurement and acquisition of stock and equipment;

Enquiries: Ms. Esmeralda Strauss, Esmeralda.Strauss@meft.gov.na, Tel. 061 2087327
Mr. Festus Shaanika, Festus.Shaanika@mawlr.gov.na, Tel. 061 2087632

CANDIDACY IS LIMITED TO NAMIBIAN CITIZENS AND PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY.

DEPARTMENT: ENVIRONMENTAL AFFAIRS AND FORESTRY
DIRECTORATE: FORESTRY
DIVISION: FOREST AND BOTANICAL RESEARCH
SUBDIVISION: NATIONAL FORESTRY RESEARCH CENTRE
SECTION: TREE SEED CENTRE

Post designation : Senior Forester Grade 6
1x Post : Okahandja

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Salary scale	:	N\$ 354 883 – N\$ 424 119
Housing Allowance	:	N\$ 17 424 p.a
Transport Allowance	:	N\$ 10 512 p.a

Minimum requirements: An appropriate 4-year B.Sc. or B.Sc. (Hons.) degree in Natural Resource Management, Forestry, Environmental Biology or Environmental Science or equivalent qualification at NQF Level 8 **with at least 5 years of working experience in forest research field**. A Master's qualification in Forestry or a related field with the understanding and practical knowledge of s forest research would serve as an advantage. A valid driver's license (Code B / BE) and experience in forest ecology, forest genetic resources, horticulture, and silviculture will serve as an advantage.

Overall responsibilities:

Responsibilities Linked to this will include overseeing administrative activities and supervision at the sectional level; planning, implementing, coordinating, and guiding of forest research activities/project; proposal writing, conducting fieldwork in rural areas, data analysis and publication of research result; mentoring of staff and students.

ENQUIRIES: Ms. Esmeralda Klaassen, Esmeralda.Strauss@mefl.gov.na, Tel. 061 2087327
Mr Festus Shaanika, Festus.Shaanika@mawlr.gov.na, Tel. 061 2087632

DEPARTMENT: TOURISM, PLANNING AND ADMINISTRATION
DIRECTORATE: PLANNING AND TECHNICAL SERVICES
DIVISION: PLANNING AND COORDINATION
SUBDIVISION: STRATEGIC PLANNING, MONITORING AND EVALUATION

Post Designation	: Chief Development Planner Grade 6
1x Post	: Windhoek
Salary Scale	: N\$354 883 – N\$ 424 119
Housing Allowance	: N\$17 424 per annum.
Transport Allowance	: N\$10 512 per annum

Advertisement Requirement: An appropriate B. Degree on NQF L7, on the following field of studies: Economics, Social Science, Project Management, Public Policy and other relevant qualifications plus seven (7) years of appropriate experience in Economic - and Development Planning, Policy Formulation, Budgeting, Project Management, Monitoring and Evaluation, plus code B driver's license which is two (2) years and older.

Applicants in the Public Service MUST be on an appropriate position to that of a Development Planner Grade 8 or higher depends on their promotionability. The experience mentioned-above must have been attained whilst employed in the same job category performing the same functions and duties as per PSM Circular No. 5 of 2015.

Main Duties

- Report to the Deputy Director: Division Planning and Coordination
- Conduct strategic - and development Planning,
- Coordinate the planning and implementation of the ministerial development programs,

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- Monitoring and evaluating the implementation of the strategic plan, capital projects and development cooperation programs (including the assessing the impact of development programmers and projects in the regions)
- Prepare High Level Reports including the quarterly and annual progress reports.
- Compile Project Appraisal and Implementation Forms (PAIFs).
- Monitor and advise on project implementation.
- Liaise with National Planning Commission Secretariat and line Ministries, Key Stakeholders on national policies, objectives, strategies, or action plans which impact National Economic development.
- Facilitate the process of identifying economic opportunities and challenges in the regions.
- Prepare and submit progress reports on development planning projects.
- Provide technical input to the formulation of National economic development plans.
- Assist in the formulation of National Development Plans (NDPs).
- Supervise staff members
- Carry out any other official duties assigned from time to time.

Enquiries: Mr. Boas Erkkie Tell: 0819528439 OR Ms. Sirkka Ndakalako @ 0819528498

DEPARTMENT: NATURAL RESOURCE MANAGEMENT
DIRECTORATE: SCIENTIFIC SERVICES
DIVISION: WILDLIFE UTILIZATION
SUBDIVISION: WILDLIFE TRADE, PERMIT CONTROL AND CITES MANAGEMENT
SECTION: CITES MANAGEMENT

Post designation	: Senior Conservation Scientist Grade 6
1x Post	: Windhoek
Salary Scale	: N\$ 354 883 – N\$ 424 119
Housing Allowance	: N\$ 17 424 per annum
Transport Allowance	: N\$ 10 512 per annum

Advertisement Requirements: A BSc (Hons) Degree (NQF level 8) in the following fields: Biology, Environmental Science, Botany, Zoology, Ecology, Wildlife Management, Conservation, or related fields. Plus four (4) years relevant work experience, a valid Code B Driver's License which is two (2) years and older and the latest certificate of conduct. This position is subject to vetting.

Job Description

- Duties include, but are not limited to the following:
- Ensure the effective implementation of the Convention on International Trade in Endangered Species of wild fauna and flora (CITES) including, local, regional and international liaison required for this purpose.
- Advocate, negotiate, and promote the maintenance and expansion of international market access for Namibian wildlife products in the interest of achieving the highest value for wildlife and maintaining competitive advantages over alternative land use strategies, including local, regional, and international liaison required for this purpose, as appropriate.
- Compile annual and other technical reports according to prescribed formats.

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- Coordinate CITES implementation domestically with regard to national customs and Police Services.
- Assist with convening the National CITES Forum.
- Serve on committees and as focal person where required.
- Manage controlled wildlife products.

Conduct scientific assessments of the impact of trade on the status of relevant species in the wild.

Enquiries: Mr. Ilo Fillemon at 081 952 8642/ Ms. Inotila Ampueja 081 952 8479

CANDIDACY IS LIMITED TO NAMIBIAN CITIZENS AND PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY.

- Applicants must be Namibian Citizens
- Applications must be accompanied by a comprehensive curriculum vitae and certified copies of educational qualifications.
- Confirmation of probation in their current position must be attached.
- Candidates with Foreign obtained qualification (s) must attach proof of evaluation from the Namibia Qualifications Authority (NQA).
- Non-public servants must attach proof of their employment history via their HR office.
- All copies should be certified.
- Failure to complete all items on the application for employment form and not attaching the required documents will disqualify the applicant.
- Personal documents will not be returned and only shortlisted candidates will be contacted.

Applications must be submitted on form 156043 and 156094 (latest revised), obtainable from government offices, with certified copies of identification documents, educational qualifications, and a comprehensive CV must be addressed to:

**The Executive Director
Ministry of Environment, Forestry and Tourism.
Private Bag 13306
Windhoek**

Or

Hand delivers to the Sub-Division: Human Resource Management, Ministry of Environment, Forestry and Tourism, Trotsky Building, Corner of Robert Mugabe and Dr. Kenneth Kaunda Street, Windhoek

MINISTRY OF HEALTH AND SOCIAL SERVICES
DIRECTORATE: ATOMIC ENERGY AND RADIATION PROTECTION
DIVISION: NATIONAL RADIATION PROTECTION AUTHORITY
SUBDIVISION: AUTHORIZATION & ENFORCEMENT

Post Designation	:	Senior Radiation Physicist Grade 6
1x Post	:	Windhoek (Head office)
Salary Scale	:	N\$ 354 883 - N\$ 424 119
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum Requirements: An appropriate degree on NQF L8 in a discipline related to natural sciences (physics/chemistry/radiobiology/engineering) with at least two (2) years' experience in the system of authorization of radiation sources and facilities using sources of radiation.

Additional requirements: Postgraduate qualification in applied radiation science, nuclear science and technology is an added advantage.

Key performance areas:

- Authorization & Licensing of activities and practices involving sources of radiation, radioactive and nuclear material.
- Conducting compliance assurance inspections.
- Implement the Enforcement system & follow-up on non-Compliances
- Provide Guidance to applicants and licensees on radiation protection matters.
- Drafting of Authorization & Enforcement Policies and Guidelines

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Ms. NT Tauya, Human Resource Management Office, Head office, Tel. No.: 061-2032189 or 2039111.

DIRECTORATE: ATOMIC ENERGY AND RADIATION PROTECTION
DIVISION: NUCLEAR APPLICATIONS
SUBDIVISION: DOSIMETRY AND NON-IONISING RADIATION

Post Designation	:	Senior Radiation Physicist Grade 6
1x Post	:	Windhoek (Head office)
Salary Scale	:	N\$ 354 883- N\$ 424 119
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum Requirements: A B-degree on NQF L8 in the field of natural science; Physics or Chemistry or Engineering or Biology or Geology or Geophysics with at least two (2) years' experience in the use of radiation detection equipment, radiological data analysis and interpretation or in the system of authorization of radiation sources and facilities.

Additional Requirements: Postgraduate qualification in applied radiation science, nuclear science and technology is an added advantage.

Key performance areas:

- General management of the section
- Occupational monitoring programme
- Non-ionising radiation programme

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Ms. NT Tauya, Human Resource Management Office, Head office, Tel. No.: 061-2032189 or 2039111.

DIRECTORATE: ATOMIC ENERGY AND RADIATION PROTECTION
DIVISION: NUCLEAR APPLICATIONS
SUBDIVISION: RADIOLOGICAL ENVIRONMENTAL MONITORING AND
RADIOACTIVE WASTE MANAGEMENT

Post Designation	:	Senior Radiation Physicist Grade 6
1x Post	:	Windhoek (Head office)

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Salary Scale	:	N\$ 354 883- N\$ 424 119
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum Requirements: A B-degree on NQF L8 in the field of natural science Physics or Chemistry or Engineering or Biology or Geology or Geophysics or applied environmental science with at least two (2) years' experience in the use of radiation detection equipment, radiological data analysis and interpretation; certification in radiation protection course.

Additional Requirements: Work experience in analytical laboratory environment is an added advantage. Postgraduate qualification in applied radiation science, nuclear science and technology is an added advantage.

Key performance areas:

- General management of the section
- Radiological environmental monitoring programme
- Radioactive waste management programme
- Research and development
- Regulatory compliance

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).

Enquiries: Ms. NT Tauya, Human Resource Management Office, Head office, Tel. No.: 061-2032189.

DIRECTORATE: ATOMIC ENERGY AND RADIATION PROTECTION
DIVISION: NUCLEAR APPLICATIONS
SUBDIVISION: MULTILATERAL COOPERATION

Post Designation	:	Radiation Physicist Grade 8
1x Post	:	Windhoek (Head office)
Salary Scale	:	N\$ 238 825 - N\$ 285 420
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum Requirements: An appropriate NQF Level 8 qualification in a discipline related to the natural sciences, such as physics or chemistry or environmental sciences, or applied radiation/nuclear sciences.

Key performance areas:

- Implementation of cooperative agreements concluded at national, regional and international level
- Design and implementation of projects for the promotion of peaceful applications of nuclear technology
- Adherence to international treaties and conventions
- Dissemination of information on nuclear science and technology

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Ms. NT Tauya, Human Resource Management Office, Head office, Tel. No.: 061-2032189.

**DIRECTORATE: ATOMIC ENERGY AND RADIATION PROTECTION
DIVISION: NATIONAL RADIATION PROTECTION AUTHORITY
SUBDIVISION: REVIEW AND ASSESSMENT**

Post Designation	:	Senior Radiation Physicist Grade 6
1x Post	:	Windhoek (Head office)
Salary Scale	:	N\$ 354 883- N\$ 424 119
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum Requirements: A B-degree on NQF L8 in Medical Physics or a discipline related to nuclear applications plus at least two (2) years of experience in the regulatory authorization and oversight of medical facilities using sources of ionising radiation.

Additional requirements: Must have knowledgeable in radiation safety principles and applications experienced in the use of radiation source and/or instruments/facilities utilizing sources. Postgraduate qualification in Medical Physics or Radiation Protection is an added advantage advantage.

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Key performance areas:

- Propose and/or support the drafting or updating of policies, legal framework, standards and guidelines relating to notification, review and assessment and inspections
- Oversee and implement Notification System, Review & Assessment Policies, Standards and Guidelines relating to all radiation sources, radioactive and nuclear material and facilities.
- Oversee and facilitate implementation of Inspection Policies, Protocols and Guidelines relating to all radiation sources, radioactive and nuclear material and facilities
- Oversee and implement measure for to enhance compliance with regulatory requirements relating to notification, review and assessment and inspection.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).

Enquiries: Ms. NT Tauya, Human Resource Management Office, Head office, Tel. No.: 061-2032189.

DIRECTORATE: ATOMIC ENERGY AND RADIATION PROTECTION
DIVISION: NATIONAL RADIATION PROTECTION AUTHORITY
SUBDIVISION: REVIEW AND ASSESSMENT

Post Designation	:	Senior Radiation Physicist Grade 6
1x Post	:	Windhoek (Head office)
Salary Scale	:	N\$ 354 883- N\$ 424 119
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum Requirements: A B-degree on NQF L8 or equivalent discipline related to nuclear applications plus least two (2) years of experience in the regulatory authorization and oversight of medical facilities using sources of ionising radiation.

Additional requirements: Must be knowledgeable in radiation safety principles and applications experienced in the use of radiation source and/or instruments/facilities

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utilizing sources. Postgraduate qualification in applied radiation science, nuclear science and technology is an added advantage.

Key performance areas:

- Propose and/or support the drafting or updating of policies, legal framework, standards and guidelines relating to notification, review and assessment and inspections
- Oversee and implement Notification System, Review & Assessment Policies, Standards and Guidelines relating to all radiation sources, radioactive and nuclear material and facilities.
- Oversee and facilitate implementation of Inspection Policies, Protocols and Guidelines relating to all radiation sources, radioactive and nuclear material and facilities
- Oversee and implement measure for to enhance compliance with regulatory requirements relating to notification, review and assessment and inspection.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Ms. NT Tauya, Human Resource Management Office, Head office, Tel. No.: 061-2032189 or 2039111.

DIRECTORATE: ATOMIC ENERGY AND RADIATION PROTECTION
DIVISION: NUCLEAR APPLICATIONS
SUBDIVISION: DOSIMETRY AND NIR AND ENVIRONMENTAL AND WASTE
MANAGEMENT

Post Designation	:	Technical Assistant Grade 12
1x Post	:	Windhoek (Head office)
Salary Scale	:	N\$ 107 753 - N\$ 129 240
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 13 944 per annum

Minimum requirements: A Grade 12 (or equivalent) with Mathematics and physical Science or equivalent Certificate NQF Level 3.

Additional requirements: Computer literate (Knowledge in Microsoft words, excel) is an advantage. Valid driver's license is an added advantage.

Key performance areas:

- Assist with dosimetry services and Radiological environmental monitoring

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).

Enquiries: Ms. NT Tauya, Human Resource Management Office, Head office, Tel. No.: 061-2032189.

DIRECTORATE: ATOMIC ENERGY AND RADIATION PROTECTION
DIVISION: NUCLEAR APPLICATIONS
SUBDIVISION: ENVIRONMENTAL PROTECTION AND RADIOACTIVE WASTE
MANAGEMENT

Post Designation	:	Radiation Physicist Grade 8
1x Post	:	Windhoek (Head office)
Salary Scale	:	N\$ 238 825 - N\$ 285 420
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum Requirements: A B-degree (NQF 8) in physics or chemistry or electronics and telecommunications engineering or biology or geology or geophysics or applied environmental science.

Key performance areas:

- General management of the section
- Occupational monitoring programme
- Non-ionising radiation programme

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Ms. NT Tauya, Human Resource Management Office, Head office, Tel. No.: 061-2032189 or 2039111.

DIRECTORATE: FINANCE AND PROCUREMENT
DIVISION: ASSET AND MANAGEMENT
SUBDIVISION: WAREHOUSING AND INVENTORY MANAGEMENT
SECTION: CLEANING MATERIALS AND EQUIPMENT

Post Designation	:	Senior Administrative Officer Grade 10
1x Post	:	Windhoek (Head office)
Salary scale	:	N\$ 151,910 – N\$ 182,202
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 13 944 per annum

Minimum requirements: A National Diploma (NQF Level 6) IN Business Administration or Business Management or Public Administration or Supply Chain or Logistics or Marketing Management plus one (1) year appropriate experience in Stores or Warehousing or Inventory or Logistics Management **OR** A Grade 12 Certificate (NQF Level 3) plus 3 years appropriate experience in Stores or Warehousing or Inventory or Logistics Management.

Additional requirements: Candidate must be in possession of a Certificate on Basic Stock Control System. Preference will be given to candidates with three (3) years or more experience in Stores or Warehousing or Inventory or Logistics Management environment.

Candidates working in the Public Service should include a letter confirming their probationary status. For those outside the Public Service, they are required to provide evidence of their current job levels. Failure to include these required documents will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are strongly encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of
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service (where necessary) and Identity Document / proof of citizenship. **Qualifications obtained outside Namibia should be accompanied by a certificate of evaluation from the Namibia Qualifications Authority (NQA).**

Enquiries: Ms. NT Tauya, Human Resource Management Office, Head office, Tel. No.: 061-2032189 or 2039111.

**DIRECTORATE: HUMAN RESOURCES
DIVISION: HUMAN RESOURCES MANAGEMENT
SUBDIVISION: CONDITIONS OF SERVICE**

Post Designation	:	Human Resource Practitioner Grade 7
1x post	:	Windhoek (Head office)
Salary scale	:	N\$ 291 128 – N\$ 347 926
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: A National Diploma majoring in human resources on NQF L6 plus approximately five (5) years appropriate experience in Human Resources Management of which three (3) years must be at a level of Grade 8.

Additional requirements: Candidate must have an appropriate Degree on NQF level 7 or higher majoring in Human Resources Management. Must be computer literate.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Ms. NT Tauya, Human Resources Management Office, Head office, Tel. No.: 061-2032189 or 2039111.

**DIRECTORATE: HUMAN RESOURCES
DIVISION: HUMAN RESOURCES DEVELOPMENT
SUBDIVISION: HUMAN RESOURCES POLICY AND PLANNING**

Post Designation	:	Control Health Programme Officer Grade 5
1x Post	:	Windhoek (Head Office)

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Salary Scale	:	N\$ 432 601 - 517 195
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum Requirements: A B-Degree at NQF Level 7 plus five (5) years appropriate experience.

Additional Requirements: Must have a postgraduate qualification in Human Resources for Health or Health Service Management or Education or Public Administration or Public Policy or Leadership. Change Management will serve as an added advantage. Preference will be given to candidates with an appropriate Master's Degree.

Key Performance Areas:

- Human Resources Policy Development & Implementation
- Strategic Human Resources Planning
- Programme Management & Coordination
- Research, Data Management & Reporting
- Capacity Development & Technical Support
- Stakeholder Engagement & Representation
- Monitoring, Evaluation & Quality Assurance
- Supervision & Performance Management

Candidates working in the Public Service should include a letter confirming their probationary status. For those outside the Public Service, they are required to provide evidence of their current job levels. Failure to include these required documents will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are strongly encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. Qualifications obtained outside Namibia should be accompanied by a certificate of evaluation from the Namibia Qualifications Authority (NQA).

Enquiries: Ms. NT Tauya, Human Resource Management Office, Head office, Tel. No.: 061-2032189 or 2039111.

**DIRECTORATE: HUMAN RESOURCES
DIVISION: EMPLOYEE WELLNESS
SUBDIVISION: HEALTH WELLNESS**

Post Designation	:	Chief Health Programme Officer Grade 6
1x Post	:	Windhoek (Head Office)
Salary Scale	:	N\$ 354 883- N\$ 424 119
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

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Minimum requirements: An appropriate B-degree on NQF L7 or equivalent qualification in a Health-related science plus approximately six (6) years appropriate work experience of which three (3) years must be at Grade 7 level.

Additional requirements: Preference will be given to candidates with a postgraduate qualification at NQF L8. Candidate must be in possession of a valid driving License Code B /BE. Must have registration for registrable professions with the Health Professions Council of Namibia and be computer literate with knowledge of Word Processing, Power Point, and Excel, good report writing and minutes writing skills.

Candidates working in the Public Service should include a letter confirming their probationary status. For those outside the Public Service, they are required to provide evidence of their current job levels. Failure to include these required documents will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are strongly encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **Qualifications obtained outside Namibia should be accompanied by a certificate of evaluation from the Namibia Qualifications Authority (NQA).**

Enquiries: Ms. NT Tauya, Human Resource Management Office, Head office, Tel. No.: 061-2032189 or 2039111.

**DIRECTORATE: HUMAN RESOURCES
DIVISION: HUMAN RESOURCES MANAGEMENT
SUBDIVISION: RECRUITMENT**

Post Designation	:	Human Resource Practitioner Grade 7
1x post	:	Windhoek (Head office)
Salary scale	:	N\$ 291 128 – N\$ 347 926
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: A National Diploma majoring in human resources on NQF L6 plus approximately five (5) years appropriate experience in Human Resources Management of which three (3) years must be at a level of Grade 8.

Additional requirements: Candidate must have an appropriate Degree on NQF level 7 or higher majoring in Human Resources Management. Must be computer literate.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

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Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Please take note that only shortlisted candidates will be considered and no personal documents will be returned.

Applications must be addressed to: The Executive Director, Ministry of Health and Social Services, Head Office, Private Bag 13198, Windhoek.

Hand delivery to: Human Resources Management office, Ministerial Building (Head Office) Harvey Street, Windhoek.

Enquiries: Ms. NT Tauya, Human Resources Management Office, Head office, Tel. No.: 061-2032189 or 2039111.

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: MEDICAL SERVICES

Post designation	:	Chief Medical Officer, Grade 3
1 x Post	:	Windhoek
Scale of Salary	:	N\$ 554, 603 – N\$ 588, 548
Salary Notch	:	N\$ 554, 603 per annum
Motor vehicles Allow	:	N\$ 123, 633 per annum
Housing Benefit	:	N\$ 131, 280 per annum
Fixed Overtime	:	N\$ 278, 643 per annum

Minimum Requirements: Registration as Medical Officer with the Health Professional Council of Namibia and proof of maintenance of registration 2025 – 2026. An approximately appropriate five (5) years working experience as a Medical Practitioner, of which two (2) years must be on the level of Senior Medical Officer OR Supervisory level (If Applicants are from the Private Sector) —**Accountability:** Reporting to the Medical Superintendent

Key performance areas

- Clinical care
- Quality assurance
- Administration
- Planning, monitoring and evaluation
- Training

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- External relations
- Financial Management
- General
- NB! Only candidates who have their probation confirmed on the level of Senior Medical Officer can apply.

Enquiries: Dr. S.C. HERMAN 061 – 203 3004

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: MEDICAL SERVICES
SUBSECTION: RADIATION ONCOLOGY

Post designation	:	Medical Officer Grade 4
1x Post	:	Windhoek
Scale of Salary	:	N\$ 517,195 – N\$ 543,728
Salary Notch	:	N\$ 517,195 per annum
Motor Vehicle Allowance	:	N\$ 110,917 per annum
Housing Allowance	:	N\$ 121,560 per annum
Fixed Overtime	:	N\$ 258,600 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Practitioner. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026. Plus an Approximately appropriate **three (3) year experience** as a Medical Practitioner in Internal Medicine or Radiation Oncology.

Enquiries: Dr L Iyambo 061-203 3266.

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: MEDICAL SERVICES
SUBSECTION: PAEDIATRIC INTENSIVE CARE UNIT

Post designation	:	Medical Officer Grade 4
1x Post	:	Windhoek
Scale of Salary	:	N\$ 517,195 – N\$ 543,728
Salary Notch	:	N\$ 517,195 per annum
Motor Vehicle Allowance	:	N\$ 110,917 per annum
Housing Allowance	:	N\$ 121,560 per annum
Fixed Overtime	:	N\$ 258,600 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Practitioner. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026. Plus an Approximately appropriate **three (3) year experience in Critical Care Unit** plus Proof of Certificates in Basic Life Support (BLS), Advanced Cardiovascular Life Support (ACLS) or Paediatric Advance Life Support (PALS)

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Enquiries: Dr L Ndjoze 061-203 3251/061 – 203 3250.

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: MEDICAL SERVICES
SUBSECTION: NEONATAL INTENSIVE CARE UNIT

Post designation	:	Medical Officer Grade 4
1x Post	:	Windhoek
Scale of Salary	:	N\$ 517,195 – N\$ 543,728
Salary Notch	:	N\$ 517,195 per annum
Motor Vehicle Allowance	:	N\$ 110,917 per annum
Housing Allowance	:	N\$ 121,560 per annum
Fixed Overtime	:	N\$ 258,600 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Practitioner. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026. Plus an Approximately appropriate **three (3) year experience in Critical Care Unit** plus Proof of Certificates in Basic Life Support (BLS), Advanced Cardiovascular Life Support (ACLS) or Paediatric Advance Life Support (PALS)

Enquiries: Dr L Ndjoze 061-203 3251/061 – 203 3250.

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: MEDICAL SERVICES
SUBSECTION: RADIATION ONCOLOGY

Post designation	:	Medical Officer Grade 5
2x Post	:	Windhoek
Scale of Salary	:	N\$ 432 601 – N\$ 517 195
Salary Notch	:	N\$ 432 601 per annum
Motor Vehicle Allowance	:	N\$ 85,063 per annum
Housing Allowance	:	N\$ 17 424 per annum
Fixed Overtime	:	N\$ 231,513 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Practitioner. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026.

Enquiries: Dr L Iyambo 061-203 3266.

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: MEDICAL SERVICES
SUBSECTION: MEDICAL ONCOLOGY

Post designation	:	Medical Officer Grade 5
2x Post	:	Windhoek
Scale of Salary	:	N\$ 432 601 – 517 195
Salary Notch	:	N\$ 432 601 per annum
Motor Vehicle Allowance	:	N\$ 85,063 per annum
Housing Allowance	:	N\$ 17 424 per annum
Fixed Overtime	:	N\$ 231,513 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Practitioner. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026.

Enquiries: Dr K Rukira 061- 2033273.

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: MEDICAL SERVICES
SUBSECTION: GENERAL SURGERY

Post designation	:	Medical Officer Grade 5
2x Post	:	Windhoek
Scale of Salary	:	N\$ 432 601 – N\$ 517 195
Salary Notch	:	N\$ 432 601 per annum
Motor Vehicle Allowance	:	N\$ 85,063 per annum
Housing Allowance	:	N\$ 17 424 per annum
Fixed Overtime	:	N\$ 231,513 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Practitioner. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026.

Enquiries: Dr JT Abebrese 061-2033205.

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: MEDICAL SERVICES
SUBSECTION: PAEDIATRIC SURGERY

Post designation	:	Medical Officer Grade 5
1x Post	:	Windhoek

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Scale of Salary	:	N\$ 432 601 – N\$ 517 195
Salary Notches	:	N\$ 432 601 per annum
Motor Vehicle Allowance	:	N\$ 85,063 per annum
Housing Allowance	:	N\$ 17 424 per annum
Fixed Overtime	:	N\$ 231,513 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Practitioner. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026 Plus an Approximately appropriate **six (6) month experience in Surgical Clinical set up.** Plus Proof of Certificate in Basic Surgical Skill.

Enquiries: Dr C.N Rengura **Contact details:** 061- 203 3099

**DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: MEDICAL SERVICES
SUBSECTION: UROLOGY**

Post designation	:	Medical Officer Grade 5
3x Post	:	Windhoek
Scale of Salary	:	N\$ 432 601 – N\$ 517 195
Salary Notch	:	N\$ 432 601 per annum
Motor Vehicle Allowance	:	N\$ 85,063 per annum
Housing Allowance	:	N\$ 17 424 per annum
Fixed Overtime	:	N\$ 231,513 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Practitioner. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026.

Enquiries: Dr M.A Dax 061-2033212

**DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: MEDICAL SERVICES
SUBSECTION: OPHTHALMOLOGY**

Post designation	:	Medical Officer Grade 5
4x Post	:	Windhoek
Scale of Salary	:	N\$ 432 601 – N\$ 517 195
Salary Notch	:	N\$ 432 601 per annum
Motor Vehicle Allowance	:	N\$ 85,063 per annum
Housing Allowance	:	N\$ 17 424 per annum

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Fixed Overtime : N\$ 231,513 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Practitioner. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026.

Enquiries: Dr. A.P De Jager 061-2033221.

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: MEDICAL SERVICES
SUBSECTION: GENERAL PAEDIATRIC

Post designation : Medical Officer Grade 5
15x Post : Windhoek
Scale of Salary : N\$ 432 601 – N\$ 517 195
Salary Notches : N\$ 432 601 per annum
Motor Vehicle Allowance : N\$ 85,063 per annum
Housing Allowance : N\$ 17 424 per annum
Fixed Overtime : N\$ 231,513 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Practitioner. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026.

Enquiries: Dr's T.N Iileka and Dr M.N Kakololo 061-203 3251/ 061 - 2033250.

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
MEDICAL SERVICES
SECTION: OBSTETRIC AND GYNAECOLOGY

Post designation : Medical Officer Grade 5
8x Post : Windhoek
Scale of Salary : N\$ 432 601 – N\$ 517 195
Salary Notches : N\$ 432 601 per annum
Motor Vehicle Allowance : N\$ 85,063 per annum
Housing Allowance : N\$ 17 424 per annum
Fixed Overtime : N\$ 231,513 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Practitioner. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026.

Enquiries: Dr K. Sogur 061-2033117.

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
MEDICAL SERVICES
SECTION: INTENSIVE CARE UNIT (MAIN ICU)

Post designation	:	Medical Officer Grade 5
2x Post	:	Windhoek
Scale of Salary	:	N\$ 432 601 – N\$ 517 195
Salary Notches	:	N\$ 432 601 per annum
Motor Vehicle Allowance	:	N\$ 85,063 per annum
Housing Allowance	:	N\$ 17 424 per annum
Fixed Overtime	:	N\$ 231,513 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Practitioner. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026. Plus Proof of Certificates in Basic Life Support (BLS), Advanced Cardiovascular Life Support (ACLS) or Paediatric Advance Life Support (PALS)

Enquiries: Dr AMJ Ferreira 061-2033138.

DIRECTORATE: TERTIARY HEALTH AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
PARAMEDICAL & CLINICAL SUPPORT SERVICES
SUBSECTION: RADIATION ONCOLOGY

Designation Post	:	Chief Medical Physicist Grade 5
1x Post	:	Windhoek
Scale of Salary	:	N\$ 432,601 - N\$ 517,195
Salary Notches	:	N\$ 432 601 per annum
Transport Allowance	:	N\$ 10,517 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Physicist. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026. Plus an approximately appropriate five (5) years experiences, of which two (2) years must be on the level of Senior Medical Physicist.

Key Performance Areas

- Control, supervise and co-ordinate Clinical Medical Physics Services.
- Management of Radiotherapy equipment and its quality assurance.
- Management of resources, technical and clinical support.

A detailed job description can be obtained from the Division.

Enquiries: Dr. L. Iiyambo Tel: (061) 203 3257

DIRECTORATE: TERTIARY HEALTH AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
PARAMEDICAL & CLINICAL SUPPORT SERVICES
SUBSECTION: RADIATION ONCOLOGY

Designation Post	:	Senior Medical Physicist Grade 6
1x Post	:	Windhoek
Scale of Salary	:	N\$ 354,883 - N\$ 424,119
Salary Notches	:	N\$ 354,883 per annum
Transport Allowance	:	N\$ 10,517 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Medical Physicist. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026. Plus an approximately appropriate three (3) years experiences as a Medical Physicist.

Key Performance Areas

- Facility design and rad safety.
- Quality assurance of Radiotherapy equipment.
- Management of resources, technical and clinical support.

A detailed job description can be obtained from the Division.
Enquiries: Dr. L. Iiyambo Tel: (061) 203 3257

DIRECTORATE: TERTIARY HEALTH AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
PARAMEDICAL & CLINICAL SUPPORT SERVICES
SUBSECTION: NUCLEAR MEDICINE

Designation Post	:	Senior Radiation Physicist Grade 6
1xPost	:	Windhoek
Scale of Salary	:	N\$ 354,883 - N\$ 424,119
Salary Notches	:	N\$ 354,883 per annum
Transport Allowance	:	N\$ 10,517 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum Requirements: An appropriate B.Sc. Hons degree (or equivalent qualification) on NQF Level 8, Plus an approximately appropriate three (3) years experiences as a Radiation Physicist in Clinical Practice.

Key Performance Areas

- Control, supervise and co-ordinate Clinical Radiation Physics Services.
- Quality assurance and Control.
- Management of resources, technical and clinical support.

A detailed job description can be obtained from the Division.
Enquiries: Dr. W. Bezuidenhout Tel: (061) 203 3264

DIRECTORATE: TERTIARY HEALTH AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: PARAMEDICAL & CLINICAL SUPPORT SERVICES
SUBSECTION: NUCLEAR MEDICINE

Designation Post	:	Senior Nuclear Radiographer Grade 6
1x Post	:	Windhoek
Scale of Salary	:	N\$ 354,883 - N\$ 424,119
Salary Notches	:	N\$ 354,883 per annum
Transport Allowance	:	N\$ 10,517 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum Requirements: Registration with the Health Professional Council of Namibia as a Nuclear Radiographer. Proof of maintenance of registration with the Health Professional Council of Namibia for 2025/2026. Plus an approximately appropriate three (3) years experiences as a Nuclear Radiographer in Clinical Practice.

Key Performance Areas

- Clinical Practice
- Leadership and Supervision
- Management of resources.

A detailed job description can be obtained from the Division.

Enquiries: Dr.W. Bezuidenhout Tel: (061) 203 3264

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: PARAMEDIC AND CLINICAL SUPPORT SERVICES SUBSECTION: SUBSECTION:
RADIOTHERAPY

Post designation	:	Radiation Radiographer Grade 7
2x Posts	:	Windhoek
Scale of Salary	:	N\$ 291 129 — N\$347 926
Salary notch	:	N\$ 291 129 per annum
Transport Allowance	:	N\$10 521p.a.
Housing Allowance	:	N\$17 424 p.a.

Minimum Requirements: Registration as a Radiation Radiographer with the Health Professional Council of Namibia.

Enquiries: Ms J.H Duiker 061-203 3567.

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: PROFESSIONAL SERVICES
SECTION: PARAMEDIC AND CLINICAL SUPPORT SERVICES SUBSECTION: SUBSECTION:
PHYSIOTHERAPY DEPARTMENT

Post designation	:	Senior Physiotherapist Grade 6
1x Posts	:	Windhoek
Scale of Salary	:	N\$ 354,883 - N\$ 424,119
Salary notch	:	N\$ 354,883 per annum
Transport Allowance	:	N\$10 521p.a.
Housing Allowance	:	N\$ 17 424 p.a.

Minimum Requirements: Registration as a Physiotherapist with the Health Professional Council of Namibia. Proof of Health Professional Council of Namibia maintenance card for 2025-2026. An Approximately Appropriate three (3) year experience as a Physiotherapist.

Enquiries: Ms N.H. Londo 061-203 3140

DIRECTORATE: TERTIARY HEALTH AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: CARDIAC SERVICES
SECTION: ADULT CARDIOLOGY SERVICES

Designation Post	:	Clinical Technologist Grade 6 (Perfusionist)
1x Post	:	Windhoek
Scale of Salary	:	N\$ 354,883 - N\$ 424,119
Salary notch	:	N\$ 354,883 per annum
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$10 521 per annum

Minimum Requirements: Registration as Clinical Technologist, with Health Professional Council of Namibia. Proof of Health Professional Council of Namibia maintenance card for 2025-2026. An approximate appropriate five (5) years' experience as a Clinical Technologist Perfusionist.

Primary Purpose of the position

- The Perfusionist will be independently perform diagnostic, therapeutic, corrective procedures and organ system support on patients with vascular complications using specialized equipment to facilitate the management of the patient.

Dr. JMK Nghaamwa Tel: 061 - 2033116

DIRECTORATE: TERTIARY HEALTH AND CLINICAL SUPPORT SERVICES

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DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: NURSING SERVICES
SECTION: CARDIAC NURSING SERVICES
SUBSECTION: CARDIAC HIGH CARE UNIT

Designation Post	:	Senior Registered Nurse Grade 7
1x Post	:	Windhoek
Scale of Salary	:	N\$ \$ 291,128 - N\$ 347,926
Salary Notches	:	N\$ 291,128 per annum
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: Registration with Health Professional Council of Namibia as a Registered Nurse, Proof of Health Professional Council of Namibia maintenance card for 2025-2026. An Approximately Appropriate three (3) years' experience as a Registered Nurse Practitioner.

Enquiries: Ms A. Iyambo Tel 061 - 203 3116, Ms C. Kambonde 061 - 203 2022

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: NURSING SERVICES
SECTION: CARDIAC NURSING
SUBSECTION: GENERAL CARDIOLOGICAL OUTPATIENTS

Post designation	:	Senior Registered Nurse Grade 7
1x Post	:	Windhoek
Scale of Salary	:	N\$ 291,128 - N\$ 347,926 per annum
Salary Notches	:	N\$ 291,128 per annum
Transport Allowance	:	N\$ 10 512 p.a.
Housing Allowance	:	N\$ 17 424 p.a.

Minimum Requirements: Registration with Health Professional Council of Namibia as a Registered Nurse, Proof of Health Professional Council of Namibia maintenance card for 2025-2026. An Approximately Appropriate three (3) years' experience as a Registered Nurse Practitioner.

Enquiries / Ms. C. Kambonde 061-203 3022/ Ms. A. Iyambo 061 203 3116.

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: NURSING SERVICES
SECTION: OPERATING THEATRE AND RECOVERY ROOM

Post designation	:	Senior Registered Nurse Grade 7
1x Post	:	Windhoek
Scale of Salary	:	N\$ 291,128 - N\$ 347,926 per annum
Salary Notches	:	N\$ 291,128 per annum
Transport Allowance	:	N\$ 10 512 p.a.

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Housing Allowance : N\$ 17 424 p.a.

Minimum Requirements: Registration with Health Professional Council of Namibia as a Registered Nurse, Proof of Health Professional Council of Namibia maintenance card for 2025-2026. An Approximately Appropriate three (3) years' experience as a Registered Nurse Practitioner.

Enquiries / Ms. C. Kambode 061-203 3022/ Ms. A. Iyambo 061- 203 3116.

DIRECTORATE: TERTIARY HEALTH AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: NURSING SERVICES
SECTION: MENTAL HEALTH UNIT

Designation Post	:	Senior Registered Nurse Grade 7
4x Post	:	Windhoek
Scale of Salary	:	N\$ 291,128 – 347,926
Salary Notches	:	N\$ 291,128 per annum
Housing Allowance	:	N\$ 17, 424 per annum
Transport Allowance	:	N\$ 10,512 per annum

Minimum Requirements: Registration with Health Professional Council of Namibia as a Registered Nurse, Proof of Health Professional Council of Namibia maintenance card for 2025-2026. An Approximately Appropriate three (3) years' experience as a Registered Nurse Practitioner.

Enquiries:	Ms C Dausas	Tel (061) 203 3116
	Ms C. Kambonde	Tel (061) 203 2022

DIRECTORATE: TERTIARY HEALTH CARE AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: NURSING SERVICES
SECTION: GENERAL NURSING
SUBSECTION: CLINICAL STORE

Post designation	:	Senior Registered Nurse Grade 7
1 x Post	:	Windhoek
Scale of Salary	:	N\$ 291,128 - N\$ 347,926 per annum
Salary Notches	:	N\$ 291,128 per annum
Transport Allowance	:	N\$ 10 512 p.a.
Housing Allowance	:	N\$ 17 424 p.a.

Minimum Requirements: Registration with Health Professional Council of Namibia as a Registered Nurse, Proof of Health Professional Council of Namibia maintenance card for 2025-2026. An Approximately Appropriate three (3) years' experience as a Registered Nurse Practitioner.

Enquiries Ms. C. Kambode 061-203 3022/ Ms. R.M Masule 061 -2033191

**DIRECTORATE: TERTIARY HEALTH AND CLINICAL SUPPORT SERVICES
DIVISION: WINDHOEK CENTRAL HOSPITAL
SUBDIVISION: HUMAN RESOURCE MANAGEMENT**

SECTION: 1X RECRUITMENT AND 1X PERFORMANCE MANAGEMENT

Designation Post	:	Senior Human Resource Practitioner Grade 7
2x Post	:	Windhoek
Scale of Salary	:	N\$ 291,128 – 347,926
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: A National Diploma Majoring in Human Resource on (NQF Level 6) plus five (5) years' experience as Human Resource Practitioner Grade 8.

Enquiries: Ms. E. Goagoses Tel: (061) 203 3065

Applications must be completed on form 156043 (obtainable at all Government offices) and should be accompanied by originally certified copies of educational qualifications, Identity document and detailed CV. All foreign qualifications must be submitted together with evaluation of qualifications by Namibia Qualification Authority (NQA). Applicants who fail to complete all items on the application form (incomplete applications) and not attaching the necessary documents will disqualify the application.

Application forms should be addressed to:

**The Medical Superintendent
Windhoek Central Hospital
Private bag 13215
Windhoek**

Or

Hand delivered to the Human Resource Management Office, Basement, Windhoek Central Hospital.

**DIRECTORATE: OSHANA REGION
SUBDIVISION: HEALTH INFORMATION AND RESEARCH**

Post Designation	:	Chief Health Programme Officer Grade 6
1x Post	:	Oshakati
Salary Scale	:	N\$ 354 883 – N\$ 424 119
Housing Allowance	:	N\$ 17 424.00 per annum
Transport Allowance	:	N\$10 512.00 per annum

Minimum requirement : An appropriate B – Degree or equivalent qualification on NQF Level 7.

Additional Requirement: Preference will be given to candidates with a B- Degree or Master in applied Epidemiology and Lab Management, Registered with Health

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Professional Council of Namibia (HPCNA) plus three (3) years appropriate experience. The candidate should have a basic understanding on Disease Surveillance System and Epidemiology, Outbreak response activities, Management of Health Information System/ DHIS2, computer literate and a valid driver's license.

DIRECTORATE: OSHANA REGION
DIVISION: PLANNING AND INSTITUTIONAL DEVELOPMENT
SUBDIVISION: HUMAN RESOURCES

Post designation	:	Chief Human Resource Practitioner Grade 6
1x Post	:	Oshakati
Salary Scale	:	N\$ 354 883 – N\$ 424 119
Salary Notch	:	N\$ 354 883.00 per annum
Transport Allowance	:	N\$10 512.00 per annum
Housing Allowance	:	N\$ 17 424.00 per annum

Minimum Requirements: A National Diploma majority in Human Resources on NQF Level 6.

Additional Requirement: Candidate must have six (6) years appropriate experience of which three (3) years must be at the level of Senior Human Resource Practitioner Grade 7. Must be computer literate.

DIRECTORATE : OSHANA REGION
DIVISION: GENERAL SUPPORT SERVICES
SUBDIVISION : FINANCE

Post designation	:	Chief Accountant Grade 6
1x Post	:	Oshakati
Salary scale	:	N\$ 354 883 – 424 119
Transport Allowance	:	N\$10 512.00 per annum
Housing Allowance	:	N\$ 17 424.00 per annum

Minimum Requirements : An appropriate Diploma on NQF L6 majoring in accounting.

Additional Requirements : Preference will be given to candidates with a Bachelor Degree in Accounting and Finance on NQF Level 7 and four (4) years appropriate experience all in Integrated Financial Management System (IFMS) modules. Candidates must have worked at a level of Senior Accountant Grade 7 for four (4) years.

DIRECTORATE : OSHANA REGION
DIVISION: PUBLIC AND ENVIRONMENTAL HEALTH

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Post designation	:	Control Environmental Health Practitioner Grade 6
1x Post	:	Oshakati
Salary scale	:	N\$ 354 883 – N\$ 424 119
Transport Allowance	:	N\$ 10 512.00 per annum
Housing Allowance	:	N\$ 17 424.00 per annum

Minimum Requirements: Registration as Environmental Health Practitioner with Allied Health Professions Council of Namibia.

Additional Requirements : Candidate must have seven (7) years of experience of which three (3) years should be at the level of Chief Environmental Health Practitioner Grade 7, Computer Literate, vast experience in malaria Vector Control and valid driver's licence and confirmed.

**DIRECTORATE: OSHANA REGION
DIVISION: GENERAL SUPPORT SERVICES
SUBDIVISION: FINANCE**

Post designation	:	Senior Accountant Grade 7
1x Post	:	Oshakati
Salary scale	:	N\$ 291 128 – N\$ 347 926
Transport Allowance	:	N\$10 512.00 per annum
Housing Allowance	:	N\$ 17 424.00 per annum

Minimum Requirements: An appropriate Diploma on NQF L6 majoring in accounting.

Additional Requirements : Preference will be given to candidates in possession of Bachelor Degree or equivalent qualification at NQF Level 7 in Accounting or Financial Management and three (3) years of experience. Candidates must have extensive knowledge and experience in the following IFMS modules (Integrated Financial Management systems): Accounts payable, Daily Subsistence Allowance, Payroll and Accounts Receivables. Experience in budget compilation and execution as well as Revenue Management will be advantage.

**DIRECTORATE: OSHANA REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES
SUBDIVISION : DISTRICT PRIMARY HEALTH CARE
SECTION: HEALTH CENTRE: OSHAKATI**

Post designating	:	Pharmacist Grade 7
1x Post	:	Oshakati
Salary scale	:	N\$ 291 128 – N\$ 347 926a
Transport Allowance	:	N\$ 10 512.00 per annum
Housing Allowance	:	N\$ 17 424.00 per annum
Minimum Requirements: Registration as Pharmacist with Pharmacy Council of Namibia.		

DIRECTORATE : OSHANA REGION
DIVISION: PLANNING AND INSTITUTIONAL DEVELOPMENT
SUBDIVISION : HUMAN RESOURCES
SECTION: HUMAN RESOURCES MANAGEMENT

Post designation : Senior human Resource Practitioner grade 7
1x post : Oshakati
Salary scale : N\$ 291 128 – N\$ 347 926
Transport Allowance : N\$ 10 512.00 per annum
Housing Allowance : N\$ 17 424.00 per annum

Minimum Requirements : An appropriate B-Degree or equivalent Qualification on NQF level 6 majoring in Human Resources Management.

Additional Requirements : Candidate must be at a level of Human Resource Practitioner Grade 8 with Five (5) years appropriate experience, Computer literacy with proven documents in Micro Soft (Word and Excel) is required.

Applications must be accompanied by a comprehensive curriculum vitae and certified copies of educational qualifications. All foreign qualifications must be evaluated by the Namibia Qualification Authority (NQA).

A separate application must be submitted for each post applied for and the number of the circular as well as the post designation and relevant post number (where applicable) must be clearly indicated on each application form (form 156043).

Public Servants must have completed their probation successfully and confirmation of probation letters should accompany applications. Applicants may only compete for vacancies which are on the next higher grade / post.

Only candidates who meet the prescribed minimum qualification requirement will be considered for possible shortlisting and failure to complete all items on the application form for employment and not attaching the necessary documents will disqualify the application. **No documents will be returned.**

All the above application must address to:

The Regional Director
Ministry of Health and Social Services
Private Bag 5538
Oshana Region
Oshakati OR

Hand Delivery, Human Resource Office Oshana (Oshakati)
Enquiries: Ms. Serafina N. Mhingel Tel: 065 – 2233153 or Ms. LG Mbeeli Tel: 065 - 2233398

DIRECTORATE: | | KHARAS REGION

**DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP,
KARASBURG AND LUDERITZ
SUBDIVISION: DISTRICT HOSPITAL
SECTION: PROFESSIONAL SERVICES
SUBSECTION: MEDICAL SERVICES**

Post Designation	:	Medical Officer Grade 5
5x Posts	:	3x Keetmanshoop 1x Karasburg 1x Luderitz
Salary scale	:	N\$ 432 601 – N\$ 517 195
Fixed Overtime	:	N\$ 231 513 per annum
Motor Vehicle Allowance	:	N\$ 85 063 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: Registration as Medical Officer with the Medical and Dental Council of Namibia with the receipt of paid-up registration for FY 2025/2026.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

**DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KARASBURG AND
ORANJEMUND
SECTION: HEALTH CENTRE AUSSENKEHR
SECTION: PROFESSIONAL SERVICES
SUBSECTION: MEDICAL SERVICES**

Post Designation	:	Medical Officer Grade 5
3x Posts	:	2x Aussenkher 1x Oranjemund
Salary scale	:	N\$ 432 601 – N\$ 517 195
Fixed Overtime	:	N\$ 231 513 per annum
Motor Vehicle Allowance	:	N\$ 85 063 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: Registration as Medical Officer with the Medical and Dental Council of Namibia with the receipt of paid-up registration for FY 2025/2026.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the

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application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: SPECIAL DISEASE PROGRAM (HIV/AIDS, TB & MALARIA)

Post Designation	:	Control Health Programme Officer Grade 5
1x Post	:	Keetmanshoop (Regional Management Office)
Salary scale	:	N\$ 432 601 x P – N\$ 517 195
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: A B-Degree or equivalent qualification at NQF Level 7 plus approximately five (5) years' experience.

Additional requirements: Candidate must have registration with the relevant health allied council. Experience in special disease programs is an added advantage. Proof to be attached of the current (2025/2026) Namibian Council registration.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: SPECIAL DISEASE PROGRAM (HIV/AIDS, TB & MALARIA)

Post Designation	:	Chief Health Programme Officer Grade 6
1x Post	:	Keetmanshoop (Regional Management Office)
Salary scale	:	N\$ 354 883 – N\$ 424 119

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Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: A B-Degree or equivalent qualification at NQF Level 7 plus approximately three (3) years' management experience in the field of Special Diseases Programmes. Registration as Registered Nurse and Midwife with the Health Professions Council of Namibia. Proof to be attached of the current (2025/2026) Namibian Council registration.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

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Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: CURATIVE SERVICES, SUBDIVISION NURSING SERVICES
DIVISION DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP
SUBDIVISION: DISTRICT HOSPITAL KEETMANSHOOP
SECTION: NURSING SERVICES

Post Designation	:	Chief Registered Nurse Grade 6
2x Posts	:	1x Keetmanshoop (Regional Office) 1x Keetmanshoop District Hospital
Salary scale	:	N\$ 354 883 – N\$ 424 119
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: Registration as Registered Nurse and Midwife with the Health Professions Council of Namibia plus approximately four (4) years' experience. Proof to be attached of the current (2025/2026) Namibian Council registration.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

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Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP,
KARASBURG & LUDERITZ
SUBDIVISION: DISTRICT HOSPITAL
SECTION: NURSING SERVICES
SUBSECTION: INPATIENTS

Post Designation	:	Senior Registered Nurse Grade 7
4x Posts	:	2x Keetmanshoop District Hospital 1x Karasburg District Hospital 1x Oranjemund
Salary scale	:	N\$ 291 128 – N\$ 347 926
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: Registration as Registered Nurse and Midwife with the Health Professions Council of Namibia plus approximately three (3) years' experience. Proof to be attached of the current (2025/2026) Namibian Council registration.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

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Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION PUBLIC AND ENVIRONMENTAL HEALTH

Post Designation	:	Control Environmental Health Practitioner Grade 6
1x Post	:	Keetmanshoop (Regional Office)
Salary scale	:	N\$ 354 883 – N\$ 424 119
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: Registration as an Environmental Health Practitioner with the Health Professions Council of Namibia plus approximately six (6) years' experience. Proof to be attached of the current (2025/2026) Namibian Council registration.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

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Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP,
KARASBURG, LUDERITZ & ORANJEMUND
SUBDIVISION: HEALTH INFORMATION AND RESEARCH

Post Designation	:	Senior Health Programme Officer Grade 7
4 x Posts	:	1x Keetmanshoop 1x Karasburg 1x Luderitz 1x Oranjemund
Salary scale	:	N\$ 291 128 x P – N\$ 347 926
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: An appropriate B-degree or equivalent qualification on NQF L7 majoring in Health Information Systems or Epidemiology or Public Health plus approximately three (3) years appropriate experience.

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Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

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Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION PUBLIC AND ENVIRONMENTAL HEALTH

Post Designation	:	Environmental Health Practitioner Grade 8
1x Post	:	Lüderitz
Salary scale	:	N\$ 238 825 – N\$ 285 420
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: Registration as an Environmental Health Practitioner with the Health Professions Council of Namibia plus approximately two (2) years' experience. Proof to be attached of the current (2025/2026) Namibian Council registration.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: PUBLIC AND ENVIRONMENTAL HEALTH

Post Designation	:	Environmental Health Practitioner Grade 9
3x Posts	:	1x Karasburg 1x ARAIMSVLEI 1x Noordoewer Port
Salary scale	:	N\$ 195 216 x P – N\$ 234 144
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 13 944 per annum

Minimum requirements: Registration as an Environmental Health Practitioner with the Health Professions Council of Namibia. Proof to be attached of the current (2025/2026) Namibian Council registration.

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Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: PUBLIC AND ENVIRONMENTAL HEALTH

Post Designation	:	Environmental Health Assistant Grade 12
5x Posts	:	2x Karasburg Port Health Services 3x Keetmanshoop
Salary scale	:	N\$ 107 753 – N\$ 129 240
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 13 944 per annum

Minimum requirements: Registration as an Environmental Health Assistant with the Health Professions Council of Namibia. Proof to be attached of the current (2025/2026) Namibian Council registration.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications and Identity Document / proof of citizenship. **All foreign**

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qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KARASBURG AND
LÜDERITZ
SUBDIVISION: SOCIAL WELFARE SERVICES

Post Designation	:	Social Worker Grade 7
2x Posts	:	1x Karasburg 1x Lüderitz
Salary scale	:	N\$ 291 128 – N\$ 347 926
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: A Bachelor Degree of Arts in Social Work Degree or equivalent qualification. Registration as Social Worker with the Social Work and Psychology Board of Namibia plus approximately three (3) years' experience. Proof to be attached of the current (2025/2026) Namibian Council registration.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

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Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP,
ORANJEMUND AND KARASBURG
SUBDIVISION: SOCIAL WELFARE SERVICES

Post Designation	:	Social Worker Grade 8
5x Posts	:	1x Keetmanshoop 2x Karasburg 1x Oranjemund 1x Aussenkehr
Salary scale	:	N\$ 238 825 – N\$ 285 420

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Transport Allowance : N\$ 10 512 per annum
Housing Allowance : N\$ 17 424 per annum

Minimum requirements: Registration as Social Worker with the Social Work and Psychology Board of Namibia. Proof to be attached of the current (2025/2026) Namibian Council registration.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).

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DIRECTORATE: | | KHARAS REGION
DIVISION DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KARASBURG & ORANJEMUND
SUBDIVISION DISTRICT HOSPITAL KARASBURG
SECTION: PROFESSIONAL SERVICES
SUBSECTION: PARAMEDICAL AND CLINICAL SUPPORT SERVICES
UNIT: PHARMECEUTICAL SERVICES

Post Designation : Pharmacist Grade 7
2x Post : 1x Health Centre Aussenkehr
1x Oranjemund
Salary scale : N\$ 291 128 – N\$ 347 926
Fixed overtime : N\$ 155769 per annum
Transport Allowance : N\$ 10 512 per annum
Housing Allowance : N\$ 17 424 per annum

Minimum requirements: Registration as Pharmacist with the Health Profession Council of Namibia (Pharmacy). Proof to be attached of the current (2025/2026) Namibian Council registration.

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qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP
SECTION: PROFESSIONAL SERVICES
SUBSECTION: PARAMEDICAL AND CLINICAL SUPPORT SERVICES
UNIT: PHARMECEUTICAL SERVICES

Post Designation	:	Pharmacist Grade 6
1x Post	:	Keetmanshoop
Salary scale	:	N\$ 354 883 – N\$ 424 119
Fixed overtime	:	N\$ 189 882.00 per annum
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: Registration as Pharmacist with the Health Profession Council of Namibia (Pharmacy) plus three (3) years appropriate experience. Proof to be attached of the current (2025/2026) Namibian Council registration.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

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DIRECTORATE: | | KHARAS REGION
DIVISION DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KARASBURG
SUBDIVISION: DISTRICT PRIMARY HEALTH CARE SERVICES
SECTION: HEALTH CENTRE AUSSSENKEHR

Post Designation	:	Senior Pharmacist Assistant Grade 9
1x Post	:	Health Centre Aussenkehr
Salary scale	:	N\$ 195 216 x P – N\$ 234 144
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 13 944 per annum

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Minimum requirements: Registration as Pharmacist Assistant with the Health Professions Council of Namibia plus approximately two (2) years' appropriate experience. Proof to be attached of the current (2025/2026) Namibian Council registration.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

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Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION

DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP AND KARASBURG

SUBDIVISION DISTRICT HOSPITAL

SECTION PROFESSIONAL SERVICES

SUBSECTION: PARAMEDICAL AND CLINICAL SUPPORT SERVICES

UNIT PHARMACEUTICAL SERVICES

Post Designation	:	Pharmacist Assistant Grade 10
2 x Post	:	1x Keetmanshoop District Hospital 1x Karasburg District Hospital
Salary scale	:	N\$ 159 505 – N\$ 191 312
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 13 944 per annum

Minimum requirements: Registration as Pharmacist Assistant with the Health Professional Council of Namibia. Proof to be attached of the current (2025/2026) Namibian Council registration.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION ADMINISTRATION AND INFRASTRUCTURE MANAGEMENT
SUBDIVISION: HEALTHCARE TECHNOLOGY & INFRASTRUCTURE MANAGEMENT
SECTION: PHYSICAL FACILITY MAINTENANCE

Post Designation	:	Works Inspector Grade 7 (Civil)
1x Post	:	Karasburg
Salary scale	:	N\$ 291 128 – N\$ 347 926
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: An appropriate National Diploma or equivalent qualification on NQF L6 OR An appropriate N3 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus 4 years appropriate experience OR An appropriate N1 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus 6 years appropriate experience.

Additional Requirements : The applicants must be in possession of a valid driver's license.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION GENERAL SUPPORT SERVICES
SUBDIVISION FINANCE

Post Designation	:	Chief Accountant Grade 6
1x Post	:	Keetmanshoop (Regional Office)

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Salary scale	:	N\$ 354 883 – N\$ 424 119
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: An appropriate Diploma on NQF L6 majoring in Accounting.

Additional Requirements: The candidate must have five (5) years' experience in Accounting of which two years should be on the level of Senior Accountant. Experience in all IFMS modules and in Reconciliation of Suspense and Expenditure Accounts. The applicants must be in possession of a valid driver's license.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: GENERAL SUPPORT SERVICES
SUBDIVISION: FINANCE

Post Designatio	:	Accountant Grade 8
1x Post	:	Keetmanshoop (Regional Management Office)
Salary scale	:	N\$ 238 825 – N\$ 285 420
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: An appropriate Diploma on NQF L6 majoring in Accounting.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. All foreign

qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

**DIRECTORATE: | | KHARAS REGION
DIVISION GENERAL SUPPORT SERVICES
SUBDIVISION FINANCE**

Post Designation	:	Accounts Assistant Grade 11
2x Posts	:	Keetmanshoop (Regional Management Office)
Salary scale	:	N\$ 354 883 – N\$ 424 119
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: A Grade 12 Certificate at NQF Level 3, with 20 credit points over 5 subjects with D-symbol in English.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

**DIRECTORATE: | | KHARAS REGION
DIVISION: PLANNING AND INSTITUTIONAL DEVELOPMENT
SUBDIVISION: HUMAN RESOURCES
SECTION: HUMAN RESOURCES MANAGEMENT**

Post Designation	:	Senior Human Resources Practitioner Grade 7
1x Post	:	Keetmanshoop (Regional Management Office)
Salary scale	:	N\$ 291 128 – N\$ 347 926
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: An Appropriate National Diploma majoring in Human Resource Management on NQF Level 6 plus three (3) years' experience in the field of Human Resources Management.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION PLANNING AND INSTITUTIONAL DEVELOPMENT
SUBDIVISION HUMAN RESOURCES
SECTION HUMAN RESOURCES DEVELOPMENT

Post Designation	:	Senior Health Programme Officer Grade 7
1x Post	:	Keetmanshoop (Regional Management Office)
Salary scale	:	N\$ 291 128 – N\$ 347 926
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: A B-Degree or equivalent qualification at NQF Level 7 plus three (3) years' experience in the field of Human Resource Development or Human Resource Management.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

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Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP
SUBDIVISION: DISTRICT HOSPITAL
SECTION: PROFESSIONAL SERVICES
SUBSECTION: PARAMEDICAL AND CLINICAL SUPPORT SERVICES
UNIT EMERGENCY MEDICAL RESCUE SERVICES

Post Designation : Emergency Care Technician Grade 7
1x Post : Keetmanshoop
Salary scale : N\$ 291 128 – N\$ 347 926
Transport Allowance : N\$ 10 512 per annum
Housing Allowance : N\$ 17 424 per annum

Minimum requirements: Registration with the Allied Health Professions Council of Namibia as an Emergency Care Technician plus a code C1 driving license.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

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Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP,
KARASBURG & LUDERITZ
SUBDIVISION: DISTRICT HOSPITAL
SECTION: PROFESSIONAL SERVICES
SUBSECTION: PARAMEDICAL AND CLINICAL SUPPORT SERVICES
UNIT EMERGENCY MEDICAL RESCUE SERVICES

Post Designation : Emergency Practitioner Grade 10 (**Intermediate**)
3x Posts : 1x Keetmanshoop
1x Karasburg
1x Lüderitz
Salary scale : N\$ 159 505 – N\$ 191 312
Transport Allowance : N\$ 10 512 per annum
Housing Allowance : N\$ 13 944 per annum

Minimum requirements: Registration with the Allied Health Professions Council of Namibia as an Emergency Care Practitioner (Intermediate) plus a code C1 driving license.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP,
KARASBURG & LUDERITZ
SUBDIVISION: DISTRICT HOSPITAL
SECTION: PROFESSIONAL SERVICES
SUBSECTION: PARAMEDICAL AND CLINICAL SUPPORT SERVICES
UNIT EMERGENCY MEDICAL RESCUE SERVICES

Post Designation	:	Emergency Practitioner Grade 11 (Basic)
5 x Post	:	2x Keetmanshoop 2x Karasburg 1x Oranjemund
Salary scale	:	N\$ 132 987 – N\$ 159 505
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 13 944 per annum

Minimum requirements: Registration with the Allied Health Professions Council of Namibia as an Emergency Care Practitioner (Basic) plus a code C1 driving license.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP,
KARASBURG & LUDERITZ
SUBDIVISION HUMAN RESOURCES

Post Designation	:	Senior Health Programme Officer Grade 7
3x Posts	:	1x Keetmanshoop 1x Karasburg 1x Lüderitz
Salary scale	:	N\$ 291 128 – N\$ 347 926
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: A B-Degree or equivalent qualification NQF Level 7 plus approximately three (3) years' experience in the field of Human Resource Management.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

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Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: LUDERITZ
SUBDIVISION: PLANNING AND INSTITUTIONAL DEVELOPMENT
SECTION: HUMAN RESOURCES
SUBSECTION: HUMAN RESOURCES MANAGEMENT

Post Designation	:	Human Resources Practitioner Grade 8
1x Post	:	Luderitz
Salary scale	:	N\$ 238 825 – N\$ 285 420
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum requirements: A National Diploma majoring Human Resource, NQF Level 6.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP
SUBDIVISION: PLANNING AND INSTITUTIONAL DEVELOPMENT
SECTION: HUMAN RESOURCES
SUBSECTION: HUMAN RESOURCES MANAGEMENT

Post Designation	:	Human Resource Administrator Grade 11
1x Post	:	Keetmanshoop
Salary scale	:	N\$ 132 987 – N\$ 159 505
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 13 944 per annum

Minimum requirements: A Grade 12 certificate or equivalent qualifications (NQF Level 3) with 20 points over five (5) subjects and an E - symbol in English.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: GENERAL SUPPORT SERVICES
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KARASBURG, LUDERITZ & ORANJEMUND
SUBDIVISION: RESOURCES MANAGEMENT

Post Designation	:	Chief Administrative Officer Grade 8
4x Posts	:	1x Keetmanshoop (Regional Office)

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

		1x Karasburg
		1x Lüderitz
		1x Oranjemund
Salary scale	:	N\$ 238 825 – N\$ 285 420
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 17 424 per annum

Minimum Requirement: A National Diploma or equivalent qualification on NQF Level 6 in Public Administration or Management or Business Administration or Public Management plus four (4) years' appropriate experience.

Candidates employed in the Public Service must attach letter of confirmation of probation. Candidates from outside the public service must attach proof of current job level. Failure to attach the required confirmation of probation letter or proof of current job level will result in the application not being considered.

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Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION PLANNING AND INSTITUTIONAL DEVELOPMENT
SUBDIVISION HUMAN RESOURCES
SECTION HUMAN RESOURCES MANAGEMENT

Post Designation	:	Administrative Officer Grade 12
2x Posts	:	1x Keetmanshoop (Regional Office-HR)
		1x Keetmanshoop
Salary scale	:	N\$ 107 753 – N\$ 129 240
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 13 944 per annum

Minimum requirements: A Grade 12 Certificate (NQF Level 3) with 20 points over five (5) subjects) and an E-symbol in English.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

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PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP & LUDERITZ
SUBDIVISION: DISTRICT PRIMARY HEALTH CARE SERVICES
SECTION: CLINIC BERSEBA, CLINIC DAAN VILJOEN, CLINIC LUDERITZ

Post Designation	:	Administrative Officer Grade 12
4x Posts	:	1x Bersaba 1x Keetmanshoop 1x Keetmanshoop (Clinic Daan Viljoen) 1x Lüderitz
Salary scale	:	N\$ 107 753 – N\$ 129 240
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 13 944 per annum

Minimum requirements: A Grade 12 Certificate (NQF Level 3) with 20 points over five (5) subjects) and an E-symbol in English.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KARASBURG AND LUDERITZ
SUBDIVISION: RESOURCE MANAGEMENT

Post Designation	:	Administrative Officer Grade 12
3x Posts	:	2x Karasburg 1x Lüderitz
Salary scale	:	N\$ 107 753 – N\$ 129 240
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 13 944 per annum

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Minimum requirements: A Grade 12 Certificate (NQF Level 3) with 20 points over five (5) subjects) and an E-symbol in English.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KARASBURG AND LUDERITZ
SUBDIVISION: DISTRICT PRIMARY HEALTH CARE SERVICES
SECTION: HEALTH CENTRE AUSSENKEHR AND PRIMARY HEALTH CARE OUTREACH

Post Designation : Driver Grade 12
2x Posts: 1x Health Centre Aussenkehr
1x Lüderitz (PHC Outreach)
Salary scale : N\$ 107 753 – N\$ 129 240
Transport Allowance : N\$ 10 512 per annum
Housing Allowance : N\$ 17 424 per annum

Minimum requirements: Grade 10 or equivalent Certificate on NQF L2 and a valid Code 8 licence. Must have 24 points over seven (7) subjects with a D-symbol in English.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document / proof of citizenship. **All foreign qualifications must be submitted together with evaluation of qualifications by the Namibia Qualification Authority (NQA).**

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES
SUBDIVISION: DISTRICT PRIMARY HEALTH CARE SERVICES
SECTION: HEALTH CENTRE AUSSENKEHR

Post Designation : Senior Cleaner Grade 14

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

1x Post	:	Health Centre Aussenkehr
Salary scale	:	N\$ 63 522 – N\$ 80 439
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 10 452 per annum

Minimum requirements: None.

Additional requirements: Must have two (2) years appropriate experience.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

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Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KARASBURG AND
ORANJEMUND
SUBDIVISION DISTRICT PRIMARY HEALTH CARE SERVICES
SECTION HEALTH CENTRE AUSSENKEHR AND ORANJEMUND

Post Designation	:	Cleaner Grade 15
7x Posts	:	5x Health Centre Aussenkehr 2x Health Centre Oranjemund
Salary scale	:	N\$ 44 050 – N\$ 55 117
Transport Allowance	:	N\$ 10 512 per annum
Housing Allowance	:	N\$ 10 452 per annum

Minimum requirements: None

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of Identity Document / proof of citizenship.

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KARASBURG
SUBDIVISION DISTRICT PRIMARY HEALTH CARE SERVICES
SECTION HEALTH CENTRE AUSSENKEHR

Post Designation	:	Labourer Grade 15
1x Post	:	Health Centre Aussenkehr
Salary scale	:	N\$ 44 050 – N\$ 55 117
Transport Allowance	:	N\$ 10 512 per annum

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Housing Allowance : N\$ 10 452 per annum

Minimum requirements: None

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of Identity Document / proof of citizenship.

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KEETMANSHOOP,
KARASBURG
SUBDIVISION HEALTH TECHNOLOGY AND FACILITY MANAGEMENT,
SECTION HEALTH TECHNOLOGY MANAGEMENT

Post Designation : Artisan Grade 10 (**Plumber & Electrical**)
2x Post : 1x Aussenkher
1x Karasburg District Hospital
Salary scale : N\$ 159, 505 – N\$ 191 312
Housing Allowance : N\$ 13, 944 per annum
Transport Allowance : N\$ 10, 512 per annum

Minimum requirements: Completed apprenticeship OR A Trade Diploma or Vocational Diploma issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

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Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KARASBURG
SUBDIVISION: DISTRICT PRIMARY HEALTH CARE SERVICES
SECTION: HEALTH CENTRE AUSSENKEHR
SUBSECTION PREVENTATIVE, PROMOTIVE AND CURATIVE SERVICES

Post Designation : Boiler Operator Grade 14
1x Post : Karasburg

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Salary scale	:	N\$ 63, 522 – N\$ 80, 439
Housing Allowance	:	N\$ 10,452 per annum
Transport Allowance	:	N\$ 10,512 per annum

Minimum requirements: None

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document.

Please take note that only shortlisted candidates will be considered and no personal documents will be returned.

Applications must be addressed to: The Director, Ministry of Health and Social Services, Private Bag 2101, Keetmanshoop.

Hand delivery to: Ministry of Health and Social Services, Private Bag 2101, Keetmanshoop OR Human Resource Management Office, Keetmanshoop.

Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: | | KHARAS REGION
DIVISION: CURATIVE SERVICES, SUBDIVISION NURSING SERVICES
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES: KARASBURG,
KEETMANSHOOP, LUDERITZ AND ORANJEMUND
SUBDIVISION: HEALTH TECHNOLOGY AND FACILITY MANAGEMENT
SECTION: HEALTH TECHNOLOGY

Post Designation	:	Artisan Handyman Grade 13
4x Posts	:	1x Karasburg (Aussenkher)
		1xKeetmanshoop
		1xLuderitz
		1x Oranjemund
Salary scale	:	N\$ 81, 645 – N\$ 102, 039
Housing Allowance	:	N\$ 8, 760 per annum
Transport Allowance	:	N\$ 10, 512 per annum

Minimum requirements: A Grade 10 Certificate (or equivalent) on NQF Level 1 with twenty-four (24) points over seven (7) subjects including a D symbol in English.

Additional requirements: A vocational certificate in plumbing /electrical (Level 2) will be an added advantage.

Previously racially disadvantaged persons, women and people with disabilities are encouraged to apply.

Applications must be made on the latest revised Application form which is obtainable at all government Offices/Ministries/Agencies and failure to complete the correct

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

form or to attach all required documents will result in automatic disqualification of the application. Must attach a detailed Curriculum Vitae, and originally certified copies of educational qualifications accompanied by transcripts; testimonials; certificate of service (where necessary) and Identity Document.

Please take note that only shortlisted candidates will be considered and no personal documents will be returned.

Applications must be addressed to: The Director, Ministry of Health and Social Services, Private Bag 2101, Keetmanshoop.

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Enquiries: Mr. Mervin E. Fisch, Human Resource Management Office, Tel. No.: 063 2209066 or 2209186.

DIRECTORATE: ZAMBEZI REGION
DIVISION: DISTRICT HEALTH AND SOCIAL WELFARE SERVICES KATIMA MULILO
SUBDIVISION DISTRICT HOSPITAL KATIMA MULILO
SECTION: PROFESSIONAL SERVICES
SUBSECTION: MEDICAL SERVICES

Post Designation:	:	Specialist Grade 4 (Orthopaedic)
1 x Post	:	Katima Mulilo
Salary Scale	:	N\$ 554 603 (P)
Motor Vehicle Allowance		
Capital Cost	:	N\$ 83 106 per annum
Running Cost	:	N\$ 27 811 per annum
Housing benefit	:	N\$ 121 560 per annum
Fixed overtime	:	N\$ 270 369 per annum

Minimum Requirements: Registration as Specialist (Orthopaedic) with the Allied Health Professions Council of Namibia.

Post Designation	:	Specialist Grade 4 (Urology)
1 x Post	:	Katima Mulilo
Salary Scale	:	N\$ 554 603 (P)
Motor Vehicle Allowance		
Capital Cost	:	N\$ 83 106 per annum
Running Cost	:	N\$ 27 811 per annum
Housing benefit	:	N\$ 121 560 per annum
Fixed overtime	:	N\$ 270 369 per annum

Minimum Requirements: Registration as Specialist (Urology) with the Allied Health Professions Council of Namibia.

Post Designation	:	Specialist Grade 4 (Pediatrics)
1 x Post	:	Katima Mulilo
Salary Scale	:	N\$ 554 603 (P)
Motor Vehicle Allowance		

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Capital Cost	:	N\$ 83 106 per annum
Running Cost	:	N\$ 27 811 per annum
Housing benefit	:	N\$ 121 560 per annum
Fixed overtime	:	N\$ 270 369 per annum

Minimum Requirements: Registration as Specialist (Paediatrics) with the Allied Health Professions Council of Namibia.

Post Designation	:	Specialist Grade 4 (Anaesthesia)
1 x Post	:	Katima Mulilo
Salary Scale	:	N\$ 554 603 (P)
Motor Vehicle Allowance		
Capital Cost	:	N\$ 83 106 per annum
Running Cost	:	N\$ 27 811 per annum
Housing benefit	:	N\$ 121 560 per annum
Fixed overtime	:	N\$ 270 369 per annum

Minimum Requirements: Registration as Specialist (Anaesthesia) with the Allied Health Professions Council of Namibia.

Post Designation	:	Specialist Grade 4 (Dermatology)
1 x Post	:	Katima Mulilo
Salary Scale	:	N\$ 554 603 (P)
Motor Vehicle Allowance		
Capital Cost	:	N\$ 83 106 per annum
Running Cost	:	N\$ 27 811 per annum
Housing benefit	:	N\$ 121 560 per annum
Fixed overtime	:	N\$ 270 369 per annum

Minimum Requirements: Registration as Specialist (Dermatology) with the Allied Health Professions Council of Namibia.

Post Designation	:	Senior Medical Officer Grade 4
3x Posts	:	Katima Mulilo District Hospital 1 x Casualty / Outpatient 1 x Anaesthesia 1 x TB/HIV/AIDS
Salary Scale	:	N\$ 517 195 – N\$ 543 728
Motor Vehicle Allowance		
Capital Cost	:	N\$ 83 106 per annum
Running Cost	:	N\$ 27 811 per annum
Housing benefit	:	N\$ 121 560 per annum
Fixed overtime	:	N\$ 258 600 per annum

Minimum Requirements: Medical Degree and Registration as Medical Officer with Medical and Dental Council of Namibian plus three (3) years appropriate experience. The candidate should have worked in Casualty/Outpatient, Anaesthesia and TB/HIV/AIDS department for at least two (2) years. Confirmation of probation letter must be attached where applicable.

Post Designation	:	Medical Officer Grade 5
6 x Posts	:	Katima Mulilo District Hospital

Salary Scale	:	N\$ 432 601 – N\$ 517 195
Motor Vehicle Allowance		
Capital Cost	:	N\$ 60 943 per annum
Running Cost	:	N\$ 24 120 per annum
Housing Allowance	:	N\$ 17 424 per annum
Fixed overtime	:	N\$ 231 513 per annum

Minimum Requirements: Registration as Medical Officer with Medical and Dental Council of Namibia.

DIRECTORATE: ZAMBEZI REGION
SECTION: NURSING SERVICES

Post Designation	:	Chief Registered Nurse Grade 6
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 354 883 – N\$ 424 119
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: Registration as Registered Nurse with the Health Professional Council of Namibia plus six (6) years appropriate experience. Candidates should have served on a supervisory level for three (3) years and confirmation of probation should be attached.

DIRECTORATE: ZAMBEZI REGION
SUBSECTION: HIV/AIDS

Post Designation	:	Senior Registered Nurse Grade 7
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 291 128 – N\$ 347 926
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: Registration as Registered Nurse with the Health Professional Council of Namibia plus three (3) years appropriate experience. Certificate in HIV/AIDS will serve as an added advantage. Confirmation of probation should be attached.

DIRECTORATE: ZAMBEZI REGION
SUBSECTION: OUTPATIENT & CASUALTY

Post Designation	:	Senior Registered Nurse Grade 7
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 291 128 – N\$ 347 926
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: Registration as Registered Nurse with the Health Professional Council of Namibia plus three (3) years appropriate experience. Confirmation of probation should be attached.

Post Designation	:	Registered Nurse Grade 8
5 x Posts	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 238 825 – N\$ 285 420
Housing Allowance	:	N\$ 17 424 per annum

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Transport : N\$ 10 512 per annum

Minimum Requirement: Registration as Registered Nurse.

**DIRECTORATE: ZAMBEZI REGION
UNIT: EYE CARE**

Post Designation : Senior Ophthalmic Clinical Officer Grade 7
1 x Post : Katima Mulilo District Hospital
Salary Scale : N\$ 291 128 – N\$ 347 926
Housing Allowance : N\$ 17 424 per annum
Transport : N\$ 10 512 per annum

Minimum Requirement: Registration as Ophthalmic Clinical Officer with the Health Professional Council of Namibia plus three (3) years appropriate experience.

**DIRECTORATE: ZAMBEZI REGION
SUBSECTION: THEATRE & CSSD**

Post Designation : Registered Nurse Grade 8
5 x Posts : Katima Mulilo District Hospital
Salary Scale : N\$ 238 825 – N\$ 285 420
Housing Allowance : N\$ 17 424 per annum
Transport : N\$ 10 512 per annum

Minimum Requirement: Registration as Registered Nurse.

**DIRECTORATE: ZAMBEZI REGION
SUBSECTION: NEPHROLOGY & DIALYSIS**

Post Designation : Specialist Grade 4 (Nephrology)
1 x Post : Katima Mulilo
Salary Scale : N\$ 554 603 (P)
Motor Vehicle Allowance
Capital Cost : N\$ 83 106 per annum
Running Cost : N\$ 27 811 per annum
Housing benefit : N\$ 121 560 per annum
Fixed overtime : N\$ 270 369 per annum

Minimum Requirements: Registration as Specialist (Nephrology) with the Allied Health Professions Council of Namibia.

Post Designation : Senior Medical Officer Grade 4
1 x Post : Katima Mulilo District Hospital
Salary Scale : N\$ 517 195 – N\$ 543 728
Motor Vehicle Allowance
Capital Cost : N\$ 83 106 per annum
Running Cost : N\$ 27 811 per annum
Housing benefit : N\$ 121 560 per annum
Fixed overtime : N\$ 258 600 per annum

Minimum Requirements: Medical Degree and Registration as Medical Officer with Medical and Dental Council of Namibian plus three (3) years appropriate experience. The candidate should have worked in Nephrology / Dialysis department for at least two (2) years. Confirmation of probation letter must be attached where applicable.

Post Designation	:	Medical Officer Grade 5
2 x Posts	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 432 601 – N\$ 517 195
Motor Vehicle Allowance		
Capital Cost	:	N\$ 60 943 per annum
Running Cost	:	N\$ 24 120 per annum
Housing Allowance	:	N\$ 17 424 per annum
Fixed overtime	:	N\$ 231 513 per annum

Minimum Requirements: Registration as Medical Officer with Medical and Dental Council of Namibia.

Post Designation	:	Senior Registered Nurse Grade 7
4 x Posts	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 291 128 – N\$ 347 926
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: Registration as Registered Nurse with the Health Professional Council of Namibia plus three (3) years appropriate experience. Certificate in Nephrology & Dialysis will serve as an added advantage. Confirmation of probation should be attached.

Post Designation	:	Clinical Technologist Grade 7
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 291 128 – N\$ 347 926
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: Registration as Clinical Technologist plus three (3) years appropriate experience. Confirmation of probation should be attached.

Post Designation	:	Registered Nurse Grade 8
9 x Posts	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 238 825 – N\$ 285 420
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: Registration as Registered Nurse with the Health Professional Council of Namibia. A Certificate in Nephrology will serve as an added advantage.

Post Designation	:	Social Worker Grade 8
1 x Post	:	Katima Mulilo
Salary Scale	:	N\$ 238 825 – N\$ 285 420
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: Registration as Social Worker at Social Work and Psychology Council of Namibia.

Post Designation	:	Clinical Technologist Grade 8
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 238 825 – N\$ 285 420
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: Registration as Clinical Technologist.

Post Designation	:	Enrolled Nurse Grade 10
6 x Posts	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 159 505 – N\$ 191 312
Housing Allowance	:	N\$ 13 944 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: Registration as Enrolled Nurse with the Nursing Council of Namibia.

DIRECTORATE: ZAMBEZI REGION
SUBSECTION: DENTAL SERVICES

Post Designation	:	Specialist Grade 4 (Oral Surgeon)
1 x Post	:	Katima Mulilo
Salary Scale	:	N\$ 554 603 (P)
Motor Vehicle Allowance		
Capital Cost	:	N\$ 83 106 per annum
Running Cost	:	N\$ 27 811 per annum
Housing benefit	:	N\$ 121 560 per annum
Fixed overtime	:	N\$ 270 369 per annum

Minimum Requirements: Bachelor of Dental Surgery Degree and Oral & Maxillofacial Surgery Degree and Registration as Specialist (Oral Surgeon) with the Health Professions of Namibia.

Post Designation	:	Chief Dentist Grade 4
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 517 195 – N\$ 543 728
Motor Vehicle Allowance		
Capital Cost	:	N\$ 83 106 per annum
Running Cost	:	N\$ 27 811 per annum
Housing benefit	:	N\$ 121 560 per annum
Fixed overtime	:	N\$ 258 600 per annum

Minimum Requirements: Registration as Dentist with Medical and Dental Council of Namibia plus three (3) years appropriate experience. Confirmation of probation letter must be attached where applicable.

Post Designation	:	Dental Surgery Assistant Grade 11
4 x Posts	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 132 987 – N\$ 159 505
Housing Allowance	:	N\$ 13 944 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: Certificate in Dental Surgery Assistant.

Additional Requirements: The candidate must have completed 6 months practical attachment.

DIRECTORATE: ZAMBEZI REGION
SUBSECTION: PARAMEDICAL AND CLINICAL SUPPORT SERVICES
UNIT: PHARMACEUTICAL SERVICES

Post Designation	:	Pharmacist Grade 5
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 432 601 – N\$ 517 195
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum
Fixed Overtime	:	N\$ 231 513 per annum

Minimum Requirement: Registration as Pharmacist with the Health Professional Council of Namibia plus six (6) years appropriate experience.

Post Designation	:	Senior Pharmacist Grade 6
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 354 883 – N\$ 424 119
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum
Fixed Overtime	:	N\$ 189 882 per annum

Minimum Requirement: Registration as Pharmacist with the Health Professional Council of Namibia plus three (3) years appropriate experience.

DIRECTORATE: ZAMBEZI REGION
UNIT: CLINICAL PSYCHOLOGY

Post Designation	:	Psychologist Grade 6
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 354 883 – N\$ 424 119
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: Registration as a Psychologist at the Social Work and Psychology Council of Namibia.

Post Designation	:	Psychological Counsellor Grade 8
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 238 825 – N\$ 285 420
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: Registration as a Psychological Counsellor at the Social Work and Psychology Council of Namibia.

DIRECTORATE: ZAMBEZI REGION
UNIT: RADIOGRAPHIC SERVICES

Post Designation	:	Senior Radiographer Grade 6
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 354 883 – N\$ 424 119
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: Registration as Radiographer plus three (3) years appropriate experience.

Post Designation	:	Radiographic Assistant Grade 11
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 132 987 – N\$ 159 505
Housing Allowance	:	N\$ 13 944 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: A Grade 12 (or equivalent certificate on NQF L3.

Additional Requirement: Registration as Radiographic Assistant with Health Professions Council of Namibia will serve as added advantage.

DIRECTORATE: ZAMBEZI REGION
UNIT: PHYSIOTHERAPY SERVICES

Post Designation	:	Senior Physiotherapist Grade 6
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 354 883 – N\$ 424 119
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: Registration as Physiotherapist plus three (3) years appropriate experience.

Post Designation	:	Physiotherapist Grade 8
2 x Posts	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 238 825 – N\$ 285 420
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: Registration as Physiotherapist.

DIRECTORATE: ZAMBEZI REGION
UNIT: OCCUPATIONAL THERAPY

Post Designation	:	Occupational Therapist Grade 7
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 291 128 – N\$ 347 926
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: Registration as Occupational Therapist.

DIRECTORATE: ZAMBEZI REGION
UNIT: ORTHOPAEDIC TECHNICAL SERVICES

Post Designation	:	Orthopaedic Technologist Grade 7
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 291 128 – N\$ 347 926
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: Registration as Orthopaedic Technologist plus three (3) years appropriate experience. Confirmation of probation should be attached.

Post Designation	:	Orthopaedic Technologist Grade 8
2 x Posts	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 238 825 – N\$ 285 420
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: Registration as Orthopaedic Technologist.

Post Designation	:	Orthotist/Prosthetist Grade 8
2 x Posts	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 238 825 – N\$ 285 420
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: Registration as Orthotist/Prosthetist.

DIRECTORATE: ZAMBEZI REGION
UNIT: EMERGENCY MEDICAL RESCUE SERVICES

Post Designation	:	Emergency Care Technician Grade 7
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 291 128 – N\$ 347 926
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: Registration with Allied Health Professions Council of Namibia as an Emergency Care Technician plus a Code C1 driving license.

Post Designation	:	Emergency Care Practitioner Grade 11
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 132 987 – N\$ 159 505
Housing Allowance	:	N\$ 13 944 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: Registration with Allied Health Professions Council of Namibia as an Emergency Care Practitioner (Basic) plus a Code C1 driving license.

DIRECTORATE: ZAMBEZI REGION
UNIT: MEDICAL SOCIAL WORK SERVICES

Post Designation	:	Social Worker Grade 8
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 238 825 – N\$ 285 420
Housing Allowance	:	N\$ 17 424 per annum

Transport : N\$ 10 512 per annum

Minimum Requirement: Registration as Social Worker at Social Work and Psychology Council of Namibia.

DIRECTORATE: ZAMBEZI REGION
UNIT: NUTRITION SERVICES

Post Designation : Dietician Grade 9
2 x Posts : Katima Mulilo District Hospital
Salary Scale : N\$ 195 216 – N\$ 234 144
Housing Allowance : N\$ 13 944 per annum
Transport : N\$ 10 512 per annum

Minimum Requirement: Registration as Dietician with the Health Professional Council of Namibia.

DIRECTORATE: ZAMBEZI REGION
SUBDIVISION: PRIMARY HEALTH CARE SERVICES

Post Designation : Chief Registered Nurse Grade 6
1 x Post : Katima Mulilo
Salary Scale : N\$ 354 883 – N\$ 424 119
Housing Allowance : N\$ 17 424 per annum
Transport Allowance : N\$ 10 512 per annum

Minimum Requirements: Registration as Registered Nurse with the Health Professional Council of Namibia plus six (6) years appropriate experience. Candidates should have served on a supervisory level for three (3) years and confirmation of probation should be attached.

DIRECTORATE: ZAMBEZI REGION
SUBDIVISION: SOCIAL WELFARE SERVICES

Post Designation : Chief Social Worker Grade 6
1 x Post : Katima Mulilo
Salary Scale : N\$ 354 883 – N\$ 424 119
Housing Allowance : N\$ 17 424 per annum
Transport Allowance : N\$ 10 512 per annum

Minimum Requirements: Registration as Social Worker at Social Work and Psychology Council of Namibia plus six (6) years appropriate experience. Candidates should have served on a supervisory level for three (3) years and confirmation of probation should be attached.

Post Designation : Senior Social Worker Grade 7
1 x Post : Katima Mulilo
Salary Scale : N\$ 291 128 – N\$ 347 926
Housing Allowance : N\$ 17 424 per annum
Transport Allowance : N\$ 10 512 per annum

Minimum Requirements: Registration as Social Worker at Social Work and Psychology Council of Namibia plus three (3) years appropriate experience. Confirmation of probation should be attached.

DIRECTORATE: ZAMBEZI REGION
SUBDIVISION: ENVIRONMENTAL HEALTH SERVICES

Post Designation	:	Senior Environmental Health Practitioner Grade 8
1 x Post	:	Katima Mulilo District Hospital
Salary Scale	:	N\$ 238 825 – N\$ 285 420
Housing Allowance	:	N\$ 17 424 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: Registration as Environmental Health Practitioner plus three (3) years appropriate experience. Confirmation of probation should be attached.

DIRECTORATE: ZAMBEZI REGION
UNIT: MORTUARY SERVICES

Post Designation	:	Senior Mortuary Assistant Grade 10
1 x Post	:	Katima Mulilo
Salary Scale	:	N\$ 159 505 – N\$ 191 312
Housing Allowance	:	N\$ 13 944 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: A Grade 10 (or equivalent) Certificate on NQF Level 2 plus three (3) years appropriate experience.

Post Designation	:	Mortuary Assistant Grade 11
1 x Post	:	Katima Mulilo
Salary Scale	:	N\$ 132 987 – N\$ 151 505
Housing Allowance	:	N\$ 13 944 per annum
Transport	:	N\$ 10 512 per annum

Minimum Requirement: A Grade 10 (or equivalent) Certificate on NQF Level 2 plus satisfactory completion of appropriate internal functional training course. Government application forms (156043) obtainable at all Government offices should be accompanied by original certified copies of educational qualifications, detailed CV and other documents.

All foreign qualifications must be evaluated by Namibia Qualification Authority (NQA) and should be hand delivered at HRM Offices, District building or couriered to:

**The Regional Director
Zambezi Health Directorate
Katima Mulilo**

Enquiries: Dr. Hellen Bainga / Ms. Jannety Chilinda Tel: 066 - 251400

MINISTRY OF HOME AFFAIRS, IMMIGRATION, SAFETY AND SECURITY
DIRECTORATE: IMMIGRATION AND BORDER CONTROL
DIVISION: IMMIGRATION AND BORDER CONTROL FOR THE REGIONS

Post Designation	:	Senior Immigration Officer 9
3x Posts	:	Nkurenkuru Border Post
	:	Noordoewer Border Post
	:	Hosea Kutako International Airport
Salary Scale	:	N\$195,216 – N\$ 234,144
Salary Notch	:	N\$195,216
Housing Allowance	:	N\$13,944 per annum
Transport Allowance	:	N\$10,512 per annum

Minimum Requirements: A National Diploma on NQF Level 6 in Immigration/ Border Management or Public Administration or Business Management/Studies or International Relations/Diplomacy or Political Science or Security or Law or related fields plus Five (5) years approximate appropriate experience in related fields.

OR a Grade 12 Certificate (NQF Level 3) plus three (3) years approximate appropriate experience in related field.

NB: Candidates interested in more than one duty station are encouraged to utilise one application form and indicate the duty stations of interest accordingly.

Enquiries: Ms. N. Kakuritjire Tel: 0819510110

DEPARTMENT: IMMIGRATION CONTROL AND CITIZENSHIP
DIRECTORATE: IMMIGRATION AND BORDER CONTROL
DIVISION: IMMIGRATION AND BORDER CONTROL FOR THE REGIONS

Post designation	:	Immigration Officer Grade 10
6x Posts	:	Katwitwi Border Post
	:	Ondangwa Aiport
	:	2x Ariamsvlei Border Post
	:	Oranjemund
	:	Sendlingsdrift Border Post
Salary Scale	:	N\$159,505 – N\$191,312
Salary Notch	:	N\$159,505
Housing Allowance	:	N\$13,944 per annum
Transport Allowance	:	N\$10,512 per annum

Minimum Requirements: A National Diploma on NQF Level 6 in Immigration/ Border Management or Public Administration or Business Management/Studies or International Relations/Diplomacy or Political Science or Security or Law or related fields.

Enquiries: Ms. P Muhinda Tel: 0819510849

OFFICE OF THE EXECUTIVE DIRECTOR
DIVISION: LEGAL SUPPORT SERVICES

Post Designation	:	Control Administrative Officer Grade 6
1x Post	:	Windhoek

Salary Scale	:	N\$354,883 – N\$ 424,119
Salary Notch	:	N\$354,883
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$10,512 per annum

Minimum Requirements: An appropriate B Degree or equivalent qualification in law plus Six (6) years approximate appropriate experience in legal fields.

Enquiries: Ms. M Shilongo Tel: 0819510116

**DEPARTMENT: ADMINISTRATION AND REFUGEE MANAGEMENT
DIRECTORATE: FINANCE AND GENERAL SERVICES
DIVISION: GENERAL SERVICES**

Post Designation	:	Senior Public Relations Officer Grade 7
1x Post	:	Windhoek
Salary Scale	:	N\$291,128 – N\$ 3471,926
Salary Notch	:	N\$291,128
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$10,512 per annum

Minimum Requirements: An appropriate B Degree or equivalent qualification in public relations/ communication or journalism on NQF 7 plus four (4) years approximate appropriate experience in public relations or related fields.

Enquiries: Ms. M Shilongo Tel: 0819510116

**DEPARTMENT: CIVIL REGISTRATION
DIRECTORATE: NATIONAL CIVIL REGISTRATION
REGIONAL DIVISIONS: NATIONAL CIVIL REGISTRATION
SUB-DIVISIONS: REGIONAL OFFICE**

Post Designation	:	Chief Administrative Officer Grade 8
1x Post	:	Omusati Regional Office
Salary Scale	:	N\$238,825 – N\$ 285,420
Salary Notch	:	N\$238,825
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$10,512 per annum

Minimum Requirements: A National Diploma on NQF Level 6 in Public Administration/ Business Management/ Local government or Statistic related fields plus four (4) years approximate appropriate experience in Civil Registration or related fields.

Enquiries: Ms. P. Muhinda, Tel: 0819510849.

**DEPARTMENT: CIVIL REGISTRATION
DIRECTORATE: NATIONAL CIVIL REGISTRATION
REGIONAL DIVISIONS: NATIONAL CIVIL REGISTRATION
SUB-DIVISIONS: REGIONAL OFFICES
SECTION: SUB-REGIONAL OFFICES**

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Post Designation	:	Senior Administrative Officer Grade 10
1x Post	:	Engela Su-Regional Office
Salary Scale	:	N\$159,505 – N\$191,312
Salary Notch	:	N\$159,505
Housing Allowance	:	N\$13,944 per annum
Transport Allowance	:	N\$10,512 per annum

Minimum Requirements: A National Diploma on NQF Level 6 Public Administration/ Business Management/ Local government or Statistic related fields plus one (1) year approximate appropriate experience in Civil Registration or related fields.

OR a Grade 12 Certificate (NQF Level 3) plus three (3) years approximate experience in Civil Registration or related fields.

Enquiries: Ms. P Muhinda Tel: 0819510849

Interested candidates in the Public Service should attach their copy of confirmation of probation letters.

Appointment to these positions will be subjected to security vetting.

Foreign Qualifications should be accompanied by NQA Evaluations. Failure to attach such proof will lead to disqualification of your application. Only shortlisted candidates will be contacted, and no personal documents will be returned.

In terms of the Affirmative Action Act No. 29 of 1998, qualified females and persons with disabilities are encouraged to apply.

No late application will be considered. Failure to complete all items on the application form (156043) and not attaching all necessary certified documents will automatically disqualify the application.

An application on form 156043 as well as a comprehensive curriculum vitae and certified copies of education qualifications must be addressed to:

**The Executive Director
Ministry of Home Affairs, Immigration, Safety and Security
Private Bag 13200
WINDHOEK**

Or hand delivery to:

**The Human Resource Office, 9th Floor, East Wing
Ministry of Home Affairs, Immigration, Safety and Security
Corner Hosea Kutako Drive and Harvey Street,
Erf 6971, Windhoek North
WINDHOEK**

Enquiries: Ms Letta N K Nkandi Tel. 0819510107 | E-mail Address: letta.shililifa@mha.gov.na

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

**MINISTRY OF INFORMATION AND COMMUNICATION TECHNOLOGY
DIRECTORATE: SECURITY AND RISK MANAGEMENT**

Post Designation : Senior Security Operations Officer Grade 7
1x Post : Windhoek
Scale of Salary : N\$ 291 128 – N\$ 347 926
Housing allowance : N\$ 17,424 per annum
Transport Allowance : N\$ 10,512 per annum

Minimum requirements: An appropriate National Diploma in Criminal Justice OR Security Management OR Correctional Service OR Military Science on NQF level 6 plus Three (3) years proven experience in security operations.

Additional requirements: An appointment in this position is subject to a vetting process. A completed police, military, correctional service or security management basic training. Confirmation of probation is subject to the successful completion of an Advanced Security Awareness Training by Namibia Central Security Intelligence Service (NCIS). Applicants must have a valid driving license.

Enquiries: Mr. Mberii Kapuku, Tel 061 283 2368 OR Ms. Sigrid P Ashikuti, Tel. 061 283 2360

**DIRECTORATE: AUDIOVISUAL MEDIA, COPYRIGHT SERVICES & REGIONAL OFFICES
DIVISION: AUDIOVISUAL PRODUCTION AND COPYRIGHT SERVICES
SUBDIVISION: REGIONAL OFFICES
SECTION: OTJOZONDJUPA REGIONAL OFFICE**

Post Designation : Information Officer Grade 8
1x Post : Otjiwarongo
Scale of Salary : N\$ 238 825 – N\$ 285 420
Housing Allowance : N\$17,424 per annum
Transport Allowance : N\$10,512 per annum

Minimum Requirements: An appropriate B-Degree qualification on NQF L7 in Journalism, Media Studies or Mass Communication. **Candidates will be subjected to a written test.**

Note should be taken that this post is under a delegated function in Otjozondjupa Regional Council and therefore, the person should be prepared to be seconded to Otjozondjupa Regional Council upon appointment and at a later stage to be devolved into that regional council.

Enquiries: Mr. Elago Shipanga, Tel. 067-304467 OR Ms. Sigrid P Ashikuti, Tel. 061 283 2360

**DIRECTORATE: AUDIOVISUAL MEDIA, COPYRIGHT SERVICES & REGIONAL OFFICES
DIVISION: AUDIOVISUAL PRODUCTION AND COPYRIGHT SERVICES
SUBDIVISION: REGIONAL OFFICES
SECTION: KAVANGO EAST REGIONAL OFFICE**

Post Designation : Information Officer Grade 8
1x Post : Rundu
Scale of Salary : N\$ 238 825 – N\$ 285 420

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025

Housing Allowance : N\$17,424 per annum
Transport Allowance : N\$10,512 per annum

Minimum Requirements: An appropriate B-Degree qualification on NQF L7 in Journalism, Media Studies or Mass Communication. **Candidates will be subjected to a written test.**

Note should be taken that this post is under a delegated function in Kavango East Regional Council and therefore, the person should be prepared to be seconded to Kavango East Regional Council upon appointment and at a later stage to be devolved into that regional council.

Enquiries: Mr. Menette Hiyavali, Tel. 066-255021 OR Ms. Sigrid P Ashikuti, Tel. 061 283 2360

Note: All applications should be done on Form 156043, (obtained at any government office) and accompanied by a comprehensive CV and original certified copies of qualification (s) and ID. All foreign obtained qualification (s) must be accompanied by an evaluation from the Namibia Qualification Authority (NQA). **Proof of experience (testimonials or certificate of service) must be attached. Failure to submit all required document(s) will automatically disqualify the applicant.**

NB: In terms of Affirmative Action Plan, qualifying women and persons with disabilities are encouraged to apply.

The application forms must be addressed to: The Executive Director, Ministry of Information and Communication Technology, Private Bag 13344, Windhoek.

OR HAND DELIVERY AT: **The Human Resources Office**
 301, Trust Building, 2nd floor,
 Independence Avenue, Windhoek

Enquiries: Ms. Sigrid P Ashikuti, Tel. 061 283 2360

MINISTRY OF JUSTICE AND LABOUR RELATIONS
DIRECTORATE: LABOUR SERVICES
DIVISION: ERONGO REGION
SUBDIVISION: LABOUR SERVICES

Post Designation	:	Control Labour Inspector Grade 6
1x Post	:	Swakopmund, Erongo Region
Salary Scale	:	N\$354 883 – N\$ 424 119
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$10,512 per annum

Appointment requirements: An appropriate National Diploma or equivalent qualification on NQF Level 6 in either Labour Law or Human Resources Management or Industrial Relations plus five (5) years appropriate experience in labour matters of which three (3) years should be at the level of Grade 7 or equivalent (applicants from outside the Public Service).

Additional requirements: Preference will be given to candidates with a Bachelor Degree on NQF Level 7 in one of the above-mentioned disciplines. Applicants must be in possession of a valid driver's license older than two (2) years (manual transmission).

Enquiries: Mr. S. Amukwa or Mr. S. Amupolo Tel: 061-206 6224 or Tel: 061-206 6111

**DIVISION: KHOMAS, ERONGO, | | KHARAS, ZAMBEZI, KUNENE, OHANGWENA,
OMAHEKE, OSHANA AND OTJOZONDJUPA REGION**
SUBDIVISION: LABOUR SERVICES

Post Designation	:	Senior Labour Inspector Grade 8
13x Posts	:	1x Windhoek, Head Office 1x Swakopmund, Erongo Region 1x Keetmanshoop, Kharas Region 1x Luderitz, Kharas Region 1x Katima Mulilo, Zambezi Region 1x Kamanjab, Kunene Region 1x Opuwo, Kunene Region 1x Eenhana, Ohangwena Region 1x Gobabis, Omaheke Region 1x Oshakati, Oshana Region 1x Oranjemund, Kharas Region 1x Rosh Pinah, Kharas Region 1x Otjiwarongo, Otjozondjupa Region
Salary Scale	:	N\$238 825 – N\$ 285 420
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$10,512 per annum
Remoteness Allowance	:	N\$9,000 per annum (Kamanjab only)

Appointment requirements: An appropriate National Diploma or equivalent qualification on NQF Level 6 in either Labour Law or Human Resources Management or Industrial Relations plus two (2) years appropriate experience in labour matters.

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Additional requirements: Preference will be given to candidates with a Bachelor Degree on NQF Level 7 in one of the above-mentioned disciplines. Applicants must be in possession of a valid driver's license older than two (2) years (manual transmission).

Enquiries: Mr. E. Nashiku and Ms. M. Nghipundjwa (Windhoek, Erongo, Otjozondjupa and Omaheke Regions) Tel: 061-206 6111,
Mr. M. Santos (Zambezi Region) Tel: 066-255946,
Mr. W. Shilumbu (Oshana and Ohangwena Regions) Tel: 065-224039
Ms. L. Ndavelofi (Kunene Region) Tel: 065-273850,
Ms. U. Ngarangombe (| | Kharas Region) Tel: 063-223580

Human Resource Office, Tel: 061- 206 6207/09

DIVISION: KAVANGO EAST AND | | KHARAS REGIONS
SUBDIVISION: OCCUPATIONAL HEALTH AND SAFETY

Post Designation	:	Chief Inspector: Industries Grade 7
2x Posts	:	1x Rundu, Kavango East Region 1x Keetmanshoop, Kharas Region
Salary Scale	:	N\$291 128 – N\$ 347 926
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$10,512 per annum

Appointment requirements: A National Diploma in Occupational Health and Safety or equivalent qualification on NQF Level 6 plus six (6) years appropriate experience in Occupational Health and Safety. Applicants must be in possession of a valid driver's license older than two (2) years (manual transmission). OR

A Trade Diploma in Mechanical or Electrical N3 Level or equivalent qualification plus training in Occupational and Safety (e.g. SAMTRAC) plus six (6) years appropriate experience in Occupational Health and Safety. Applicants must be in possession of a valid driver's license older than two (2) years (manual transmission).

Additional requirements: Computer skills will be added as an advantage.

Enquiries: Ms. P. Nghidengwa or Mr. S. Amupolo
Tel: 061-206 6302 Tel: 061-206 6111

DIRECTORATE: LABOUR RELATIONS
DIVISION: LABOUR ADVISORY COUNCIL SECRETARIAT
SUBDIVISION: INTERNATIONAL RELATIONS

Post Designation	:	Chief Labour Relations Officer Grade 7
1x Post	:	Windhoek
Salary Scale	:	N\$291 128- N\$ 347 926
Housing Allowance	:	N\$17,424 per annum

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Transport Allowance : N\$10,512 per annum

Appointment requirements: An appropriate National Diploma in International Relations or Labour Relations Management or Law on NQF Level 6 plus six (6) years appropriate experience in the field of labour and employment.

Additional requirements: A valid driver's license older than two (2) years (manual transmission), extensive experience in writing and analytical skills and computer skills will be an added advantage.

SUBDIVISION: LABOUR ADVISORY COUNCIL

Post Designation : Chief Labour Relations Officer Grade 7
1x Post : Windhoek
Salary Scale : N\$291 128- N\$ 347 926
Housing Allowance : N\$17,424 per annum
Transport Allowance : N\$10,512 per annum

Appointment requirements: An appropriate National Diploma in Human Resources Management or Labour Relations Management on NQF Level 6 plus six (6) years appropriate experience in the field of labour and employment.

Additional requirements: A valid driver's license older than two (2) years (manual transmission), extensive experience in meeting management, research skills, analytical skills and computer skills will be an added advantage.

Post Designation : Senior Labour Relations Officer Grade 8
1x Posts : Windhoek
Salary Scale : N\$238 825 – N\$ 285 420
Housing Allowance : N\$17,424 per annum
Transport Allowance : N\$10,512 per annum

Appointment requirements: An appropriate National Diploma in Human Resources Management or Labour Relations Management on NQF Level 6 plus three (3) years appropriate experience in the field of labour and employment.

Additional requirements: A valid driver's license older than two (2) years (manual transmission), research skills and computer skills will be an added advantage.

Enquiries: Ms. M. Nicodemus or Ms. D. Ndafenongo
Tel: 061-206 6213 Tel: 061-206 6207

DIRECTORATE: PLANNING AND ADMINISTRATION
DIVISION: FINANCE, HUMAN RESOURCE AND DEVELOPMENT
SUBDIVISION: FINANCIAL MANAGEMENT
SECTION: BUDGET, REVENUE AND RECONCILIATION

Post Designation : Senior Accountant Grade 7
1x Post : Windhoek

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Salary Scale	:	N\$291 128 – N\$ 347 926
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$10,512 per annum

Appointment requirements: An appropriate National Diploma on NQF Level 6 majoring in Accounting plus six (6) years appropriate experience in any of the three (3) finance modules in Integrated Financial Module System (IFMS).

SECTION: SALARIES AND ALLOWANCES

Post Designation	:	Accountant Grade 8
1x Post	:	Windhoek
Salary Scale	:	N\$238 825 – N\$ 285 420
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$10,512 per annum

Appointment requirements: An appropriate National Diploma on NQF Level 6 majoring in Accounting plus one (1) year appropriate experience in any finance modules.

Additional requirements: Preference will be given to candidates with a Bachelor Degree in Accounting and Finance on NQF Level 7.

Enquiries: Ms. P. Nghitete	or	Mr. S. Amupolo
Tel: 061-206 6225		Tel: 061-206 6111

DIVISION: INFORMATION TECHNOLOGY SUBDIVISION: ICT INFRASTRUCTURE AND SYSTEM ADMINISTRATION

Post Designation	:	Senior System Administrator Grade 7
1x Post	:	Windhoek
Salary Scale	:	N\$302, 890 – N\$ 347 926 (P)
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$10,512 per annum

Appointment requirements: A Bachelor Degree on NQF Level 7 in Information Technology or System Administration or Computer Science plus three (3) years appropriate experience in Systems Administration.

Additional requirements: Ability to supervise and train the team in the field of System Administration, Networks and Security Administration. Applicants must be in possession of a valid driver's license older than two (2) years (manual transmission).

Post Designation	:	System Administrator Grade 9
1x Post	:	Windhoek
Salary Scale	:	N\$263 683 – N\$ 296 950 (P)
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$10,512 per annum

Appointment requirements: A Bachelor Degree on NQF Level 7 in System Administration or Network Engineering or Computer Science or Cyber Security.

Additional requirements: Applicants must be in possession of a valid driver's license older than two (2) years (manual transmission).

SUBDIVISION: SYSTEMS DEVELOPMENT, IMPLEMENTATION AND MAINTAINANCE
Section: SUPPORT SERVICES AND HELP DESK

Post Designation	:	Computer Technician Grade 11
4x Posts	:	1x Windhoek, Khomas Region 1x Keetmanshoop, Kharas Region 1x Oshakati, Oshana Region 1x Rundu, Kavango East Region
Salary Scale	:	N\$150,126 – N\$169 472 (P)
Housing Allowance	:	N\$13,944 per annum
Transport Allowance	:	N\$10,512 per annum

Appointment requirements: A National Diploma or equivalent qualification in Information Technology on NQF Level 6.

Additional requirements: Applicants must be in possession of a valid driver's license older than two (2) years (manual transmission).

Enquiries: Ms. N. Gerson or Ms. D. Ndafenongo
Tel: 061-206 6308 Tel: 061-206 6207

Applicants should note the following:

Applicants within the Public Service must attach proof of confirmation of probation to their applications for employment and those outside the Public Service must attach confirmation of employment or testimonial (s) / certificate of service from former and current employers in respect of work experience and current job level.

A separate application must be submitted for each post applied for.

Applicants in designated groups especially women and persons living with disabilities who are able to perform the required duties are strongly encouraged to apply.

All foreign qualifications must be submitted with an evaluation report from the Namibia Qualifications Authority (NQA).

The "Application for employment" form as well as "Health Questionnaire" should be fully completed and signed. Failure to complete all items or sections on the application form for employment and health questionnaire and not attaching the necessary/required documents to the application form will disqualify the application. Any parts of the application form that do not apply to you please indicate as such by writing not applicable.

Please take note that only shortlisted candidates will be contacted and no personal documents will be returned to unsuccessful applicants.

Applications received after the closing date will not be accepted.

A completed application form for employment 156043 and health questionnaire form 156094 (obtainable at all Government Offices) together with comprehensive

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curriculum vitae, original certified copies of educational qualifications as well as academic records, testimonial (s) or/ certificate of service, driver's license and identity document must be submitted to the following address:

**The Executive Director
Ministry of Justice and Labour Relations**

OR

**Hand-delivered at the:
Ministry of Justice and Labour
Relations
32 Mercedes Street,
Khomasdal, Windhoek
Human Resource Office**

ERONGO REGIONAL COUNCIL
DIRECTORATE: FINANCE AND ADMINISTRATION
DIVISION: ADMINISTRATION
SUBDIVISION: SETTLEMENT ADMINISTRATION

Post Designation	:	Control Administrative Officer Grade 6
1x Post	:	Otjimbingwe
Salary Scale	:	N\$ 354 883 – N\$ 424 119
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum requirements: A national Diploma or equivalent qualification on NQF Level 6 plus six (6) years appropriate experience.

Main duties of the job:

- Report on Information Technology related problems to the Regional Council Head Office.
- Coordination of settlement development activities in collaboration with the Settlement Development Committee and the regional Directorate of Planning.
- Oversee the revenue collection and account for all collected fees at settlements.
- Responsible for the provision and management of settlement services such as water supply and refuse removal/ waste management.
- Identify staffing needs/resources.
- Identify training needs of subordinates and submit proposals.
- Responsible and supervising minute-taking at Settlement Advisory/Development Committee meetings.
- Report administrative/technical related problems and customer complaints to the Deputy Directors: Administration and Technical Services respectively.
- Coordinate with the Directorate of Planning and Development on issues relating to OVCs, decentralized build together program, allocation of plots etc.
- Organize community meetings in consultation with the Deputy Director Administration or other relevant stakeholders.
- Provide budgetary input to the Deputy Director.
- Implement relevant Regional Council Rules and Regulations
- Compile monthly Settlement report.
- Supervise the cleanliness and image of settlement buildings and premises.
- Supervise the updating of settlement inventory registers.
- Responsible for the daily supervision of municipal services within settlement areas.
- Ensure proper financial management of the Settlement.
- Oversee the updating of the Loan Register.
- Authorize the issuing of Receipt Vouchers
- Monitor and control the Counter Book.
- Ensure safe keeping of all assets / stock of the Council in the Settlement Area.
- Carry out any other official duties assigned from time to time.

Enquiries: Mr Geoffrey Salyani, Tel: 064-410 5717 or Ms Mary-Jane Nicolao, Tel: 064-4105758

**DIRECTORATE: FINANCE AND ADMINISTRATION
DIVISION: FINANCE**

Post Designation	:	Chief Accountant Grade 6
1x Post	:	Swakopmund
Scale of Salary	:	N\$ 354 883 – N\$ 424 119
House Allowance	:	N\$ 17 424 p.a
Transport	:	N\$ 10 512 p.a

Minimum requirements: An appropriate Diploma on NQF L6 majoring in accounting plus six (6) years' appropriate experience.

Additional Requirements:

Candidates must have experience in Sage Pastel Evolution and Sage VIP; proof must be attached.

Main duties of the job:

- Ensure adherence to financial procedures and processes.
- Compile financial statements of the Regional Council.
- Participate in the formulation of the Annual Plans of the Division.
- Produce monthly, quarterly and annual financial reports.
- Supervise and direct subordinates within the subdivision.
- Verify all payments of the Regional Council.
- Respond to audit queries.
- Attend to salary enquiries.
- Compile and verify reconciliation statements.
- Responsible for Third Party payments before the 7th of every month.
- Check Master Fault List.
- Ensure that proper internal financial supervision and internal control systems are employed in the Regional Council.
- Report any wasteful or fruitless expenditure to the Deputy Director Finance.
- Carry out financial inspections at the Sub-Receivers of Revenue at the settlements /constituencies.
- Prepare and submit VAT returns.
- Ensure proper reconciliation of accounts receivable and account payable.
- Ensure the preparation of the Main Cash Book for the Trial Balance.
- Carry out any other official duties assigned from time to time.

NOTES TO CANDIDATES:

- Candidates with foreign qualifications must attach proof of evaluation of such qualifications from the Namibia Qualifications Authority (NQA).
- Failure to complete all items or sections of the application form for employment and not attaching originally certified documents will disqualify the application.
- Women and people with disabilities who meet the advertised requirements are encouraged to apply. Applicants who are already in public service must attach proof of confirmation of probation to their application forms. Applicants who are not employed in the public service must attach confirmation of employment stating the level of their position in the hierarchy of the organisation.

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- Faxed and emailed applications will not be considered. Only shortlisted candidates will be contacted, and no documents will be returned.
- The prescribed Application form latest revised (form 156043 obtainable at all Government Offices) must be used/completed fully and together with a comprehensive Curriculum Vitae and originally certified copies of educational qualifications and identity document(s) must be submitted to:

Enquiries: Ms Daphne Cloete, Tel: 064-4105750 or Ms Mary-Jane Nicolao, Tel: 064-410 5758

Application Procedures:

- People from designated groups and people with disabilities are encouraged to apply.
- Fully completed probation period and proof of such should be attached as evidence
- Interested applicants must complete the revised Public Service application form 156043 ("APPLICATION FOR EMPLOYMENT") and Form 156094 ("HEALTH QUESTIONNAIRE"), which are obtainable at all government offices.
- Failure to complete all items on the application forms correctly and not attaching all the necessary documents will disqualify the application.
- A comprehensive Curriculum Vitae, originally certified copies of Educational Qualifications, Identity Document, testimonials for candidates from outside the public service must be attached to the applications.
- All foreign qualifications must be submitted with an evaluation report from Namibia Qualifications Authority (NQA).

Faxed applications will not be considered.

Application should be addressed to:

**The Chief Regional Officer
Erongo Regional Council
Private Bag 5019
Swakopmund**

Or hand deliver to:

**Human Resources Office
Erongo Regional Council
461 Tobias Hainyeko Street
Swakopmund**

**KAVANGO EAST REGIONAL COUNCIL
DIRECTORATE OF EDUCATION, ARTS AND CULTURE
SECTION: FINANCIAL MANAGEMENT
SUBSECTION: SALARIES AND ALLOWANCES**

Post Designation	:	Senior Accountant Grade 7
1 x post	:	Rundu
Salary Scale	:	N\$ 291 128- N\$ 347 926
Housing Allowance	:	N\$17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Appointment requirements: An appropriate National Diploma or equivalent qualification on NQF L6.

Supplementary Selection Requirements: Candidates should have 3 years appropriate experience and a valid driver's licence.

RUNDU CIRCUIT

Post Designation	:	Head of Department Grade 6
1 x post	:	Languages: English & Rukwangali Grade 8-9 Dr. Herbert Ndango Diaz Secondary School
Salary Scale	:	N\$ 354 883 - N\$ 424 119
Housing Allowance	:	N\$17 424.00 per annum
Transport Allowance	:	N\$ 10 512 per annum
RHA	:	N\$ 9000.00 per annum

Appointment requirements: A recognized 3-year tertiary teaching qualification on an NQF Level 6 (or equivalent) plus 6 years teaching experience

OR

An appropriate recognized 3-year tertiary non-teaching qualification (or equivalent) on NQF level 6 in relation to the school subjects to be taught plus a 1-year teaching qualification plus 6 years teaching experience

Post Designation	:	Head of Department Grade 6
1 x post	:	English & Rumanyo Pre-Primary - Grade 3 Joy Mungungu Secondary School
Salary Scale	:	N\$ 354 883 - N\$ 424 119
Housing Allowance	:	N\$17 424.00 per annum
Transport Allowance	:	N\$ 10 512 per annum
RHA	:	N\$ 9000.00 per annum

Appointment requirements: A recognized 3-year tertiary teaching qualification on an NQF Level 6 (or equivalent) plus 6 years teaching experience

OR

An appropriate recognized 3-year tertiary non-teaching qualification (or equivalent) on NQF level 6 in relation to the school subjects to be taught plus a 1-year teaching qualification plus 6 years teaching experience

Post Designation	:	Head of Department Grade 6
1 x post	:	English and Rukwangali Pre-Primary - Grade 3 Rundu Junior Primary School
Salary Scale	:	N\$ 354 883 - N\$ 424 119
Housing Allowance	:	N\$17 424.00 per annum
Transport Allowance	:	N\$ 10 512 per annum
RHA	:	N\$ 9000.00 per annum

Appointment requirements: A recognized 3-year tertiary teaching qualification on an NQF Level 6 (or equivalent) plus 6 years teaching experience

OR

An appropriate recognized 3-year tertiary non-teaching qualification (or equivalent) on NQF level 6 in relation to the school subjects to be taught plus a 1-year teaching qualification plus 6 years teaching experience plus 6 years teaching experience.

Post Designation	:	Head of Department Grade 6
1 x post	:	English & Rukwangali Pre-Primary - Grade 3 Rundu Junior Primary School
Salary Scale	:	N\$ 354 883 - N\$ 424 119
Housing Allowance	:	N\$17 424.00 per annum
Transport Allowance	:	N\$ 10 512 per annum
RHA	:	N\$ 9000.00 per annum

Appointment requirements: A recognized 3-year tertiary teaching qualification on an NQF Level 6 (or equivalent) plus 6 years teaching experience

OR

An appropriate recognized 3-year tertiary non-teaching qualification (or equivalent) on NQF level 6 in relation to the school subjects to be taught plus a 1-year teaching qualification plus 6 years teaching experience

Applications should be addressed to:

**The Regional Director
Directorate of Education, Arts & Culture
Kavango East Regional Council
Private Bag 2134
Rundu**

Or Hand Delivery @ Kavango East Regional Office - Rundu

Enquiries: Mr. G. Kudumo/ Ms. Z.S. Mbambo/ E. Kandingo/ Ms. S.M. Nangolo Tel: 066-2589000

OMUSATI REGIONAL COUNCIL
DIRECTORATE: PLANNING AND DEVELOPMENT SERVICES
DIVISION: TECHNICAL SERVICES
SUBDIVISION: TECHNICAL SERVICES

Post designation	:	Engineer Grade 6
1x Post	:	Outapi
Salary Scale	:	N\$ 354 883 – N\$ 403 922
Housing Allowance	:	N\$ 17 424 per annum
Motor Vehicle Allowance	:	N\$ 10 512 per annum

Minimum Requirements: A Bachelor of Science in Engineering on NQF Level 7, Plus six years of appropriate experience. Registration as a Professional Engineer with the Engineering Council of Namibia.

Main Duties:

- Determining the needs of planning, developing, designing and advice on construction, erecting, maintaining, and running of services, project structure, system and / or equipment.
- Monitor, evaluate and prepare progress reports on capital projects for the Regional Council.
- Engage with the consultants and contractors for services in the Regional Council and Settlement areas.
- Carry out any other duties assigned from time to time.

Enquiries: Ms. HN Shimuningeni and Mr. N A Amadhila @ 065 251019

NB!

- Applications should be made by filling in a revised application form 156043 obtainable from Human Resources Offices at all government institutions.
- Foreign qualifications should be accompanied by NQA evaluation. Failure to attach such proof will lead to disqualification.
- Fax, e-mail, and late applications will not be considered.

Applications must be hand delivered or address to:

The Chief Regional Officer	OR Hand deliver @	Omusati Regional Council
Omusati Regional Council		Erf 108 Namaungu Street
P/Bag 523		Human Resource Office
Outapi		Outapi

**OTJOZONDJUPA REGIONAL COUNCIL
DIRECTORATE OF EDUCATION, ARTS AND CULTURE**

CIRCUIT: OKAHANDJA

Post Designation	:	Head of Department Grade 6
Department	:	Mathematics and Natural Sciences (Mathematics and Physical Science Grade 8-9)
1x Post	:	Okondjatu Combined School
Salary Scale	:	N\$ 354 883 – N\$ 424 199
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum
Incentive Allowance	:	N\$ 9000 per annum

Appointment requirements: A recognized 3-year tertiary teaching qualification on NQF Level 6 (or equivalent) plus 6 years teaching experience OR an appropriate recognized 3-year tertiary non-teaching qualification (or equivalent) on NQF level 6 in relation to the school subject to be taught plus a 1-year teaching qualification plus 6 years teaching experience.

NB: Candidates must be able to supervise Mathematics and Sciences Grade 4-7.

CIRCUIT: GROOTFONTEIN

Post Designation	:	Head of Department Grade 6 Junior Primary (Pre-Primary –Grade 3) (English & Afrikaans)
1x Post	:	Mangetti Dune Combined School
Salary Scale	:	N\$ 354 883 – N\$ 424 199
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per a nnum
Incentive Allowance	:	N\$ 21 000 per annum

Appointment requirements: A recognized 3-year tertiary teaching qualification on NQF Level 6 (or equivalent) plus 6 years teaching experience OR an appropriate recognized 3-year tertiary non-teaching qualification (or equivalent) on NQF level 6 in relation to the school subject to be taught plus a 1-year teaching qualification plus 6 years teaching experience.

Post Designation	:	Head of Department Grade 6
Language	:	(English & Afrikaans 2 nd Language Grade 8-12)
1x Post	:	Otjiwanda Secondary School
Salary Scale	:	N\$ 354 883 – N\$ 424 199
Housing Allowance	:	N\$ 17 424 per annum
Transport Allowance	:	N\$ 10 512 per annum

Appointment requirements: A recognized 3-year tertiary teaching qualification on NQF Level 6 (or equivalent) plus 6 years teaching experience OR an appropriate recognized 3-year tertiary non-teaching qualification (or equivalent) on NQF level 6

in relation to the school subject to be taught plus a 1-year teaching qualification plus 6 years teaching experience.

Application Procedures:

Interested applicants must complete the revised Public Service application form 156043 ("APPLICATION FOR EMPLOYMENT") and Form 156094 ("HEALTH QUESTIONNAIRE"), which is obtainable at all government offices of the Ministry. Failure to complete part B.11/12 of the employment form and all items on the application forms correctly and not attaching all the necessary documents will disqualify the application.

A comprehensive Curriculum Vitae, certified copies of Educational Qualifications, Identity Document, testimonials must be attached to the applications (do not submit original documents). All foreign qualifications must be submitted with an evaluation report from Namibia Qualifications Authority (NQA).

Applications must be addressed to the following address:

**Human Resource Office
Otjozondjupa Regional Council
Directorate of Education, Arts & Culture
Private Bag 2618
Otjiwarongo**

Or

**Hand Delivery
Directorate of Education, Arts & Culture
Henk Willemse Street 22, Main Road, Otjiwarongo (Brown Building)
Human Resource Office
Otjiwarongo**

Enquiries: Ms. Saima Kaisungu /Ms. Elvi Kamati Tel: 067-3080000

ZAMBEZI REGIONAL COUNCIL
DIRECTORATE: HUMAN RESOURCES, FINANCE AND ADMINISTRATION
DIVISION: ADMINISTRATION
SUBDIVISION: KONGOLA SETTELEMENT

Post Designation	: Control Administrative Officer Grade 6
1X Post	: Kongola settlement
Salary Scale	: N\$ 354 883 – N\$ 424 119
Housing Allowance	: N\$17 424 pa
Transport Allowance	: N\$ 10 512 pa

In addition, membership of pension fund is compulsory to which the employee contributes 7% of basic salary and the employer 16%, a 13th cheque in the birth month, optional membership to a generous medical aid scheme is available and various leave benefits under certain conditions.

Appointment requirements: National Diploma or equivalent qualification (NQF Level 6) plus appropriate experience.

Additional requirements: Preference will be given to Candidates with 6 years' appropriate experience of which three (3) years must be at the supervisory level considering the functional and post level of the position.

Interested candidates must be in possession of a valid three (3) years driver's license (Code B). Computer Literacy is essential as well as excellent communication skills.

Main Duties:

- Report Information Technology related problems to the Regional Council Head Office.
- Coordination of settlement development activities in collaboration with the Settlement Development Committee and the regional Directorate of Planning.
- Oversee the revenue collection and account for all collected fees at settlements.
- Responsible for the provision and management of settlement services such as water supply and refuse removal/ waste management.
- Provide budgetary inputs to the Deputy Director.
- Identify staffing needs /resources.
- Identify training needs of subordinates and submit proposals.
- Responsible and supervise minute-taking at Settlement Advisory/Development Committee meetings.
- Report administrative/technical related problems and customer complaints to the Deputy Directors: Administration and Technical Services respectively.
- Coordinate with the Directorate of Planning and Development on issues relating to OVCs, decentralized build together program, allocation of plots etc.
- Organize community meetings in consultation with the Deputy Director Administration or other relevant stakeholders.
- Implement relevant Regional Council Policies, Rules and Regulations.
- Compile monthly Settlement report.
- Supervise the cleanliness and image of settlement buildings and premises.
- Supervise the updating of settlement inventory registers.

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- Responsible for the daily supervision of municipal services within settlement areas.
- Ensure proper financial management of the Settlement.
- Oversee the updating of the Loan Register.
- Authorize the issuing of Receipt Vouchers
- Monitor and control the Counter Book.
- Ensure safe keeping of all assets / stock of the Council in the Settlement Area.
- Ensure the reconciliation of transport transactions and produce monthly reports.
- Organize proper handling of correspondences (incoming/outgoing mail).
- Organize community meetings on request of the Regional Councillor responsible for the Constituency.
- Ensure minute-taking and submission of CDC minutes to the Regional Council.
- Report Information Technology related problems to Information Technology Section. Provide support services to the Regional Emergency Management Unit.
- Attend to customer complaints/inputs / suggestions on basic services to relevant service providers.
- Oversee the cleanliness and image of Constituency Office.

Application Procedure: An application should be made on (on form 156043) obtained at all Government Offices, attach a comprehensive curriculum vitae and certified copies of educational qualifications, and academic transcripts and a letter of confirmation of probation.

Prospective applicants who do not meet the prescribed minimum qualification requirements as outlined above are advised not to apply. Only candidates who meet the prescribed qualification requirements will be considered for possible shortlisting.

Foreign qualifications should be accompanied by NQA evaluation report and be attached to the application form for employment. Failure to complete all items on the application form for employment and not attaching the necessary documents will lead to the disqualification of the application, Women and persons with disabilities are encouraged to apply.

Only shortlisted candidates will be contacted. No application forms for employment, CV and other supporting documents shall be returned to the applicants.

Enquiries: **Mr Shikoyen Abraham, Deputy Director: Administration or MS T.L Muyoba, Acting Deputy Director: Human Resources**, Tel: (066) 261700

DIRECTORATE: DEVELOPMENT PLANNING, MONITORING AND EVALUATION
DIVISION: REGIONAL PLANNING
SUBDIVISION: POPULATION AND STATISTICS

Post Designation	:	Development Planner Grade 8
Salary Scale	:	N\$ 238 825 - N\$ 392 158
Housing Allowance	:	N\$ 17 424 pa
Transport Allowance	:	N\$10 512 pa
Duty Station	:	Katima Mulilo

Minimum Requirements: A Bachelors Degree or (equivalent qualification) on NQF Level 7, Majoring in one or more of the following: Statistics, Demography, Mathematics, Econometrics, Accounting, Computer Science, Sociology, Geography

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and one or more of the above mentioned as additional subjects plus six (6) years appropriate experience.

In addition, membership of pension fund is compulsory to which the employee contributes 7% of basic salary and the employer 16%, a 13th cheque in the birth month, optional membership to a generous medical aid scheme is available and various leave benefits under certain conditions.

Summary of duties:

- Compile Project Identification Form (PIFs) and project proposals for the Region.
- Monitor and advise the Consultants and the Council on projects implementation.
- Liaise with National Planning Commission Secretariat and Line Ministries on national policies, objectives, strategies or action plans which impacts on Regional economic development.
- Facilitate the process of identifying economic opportunities and challenges in the region and share with other stakeholders.
- Prepare and submit project progress reports.
- Provide technical input to the formulation of Regional Economic Development Plans.
- Assist in the formulation of the National Development Plans (NDPs).
- Liaise with Geographical Information System Analyst, Town Planner, Statistician and other stakeholders for effective implementation of projects and programmes.
- Assist in the project formulation and implementation of regional economic and social activities.
- Attend Constituency Development Committee, Settlement Development Committee meetings.
- Render secretarial services to the Regional Development Coordinating Committee and Regional Aids Coordinating Committee.
- Assess the impact of development programmes and projects in the region

The incumbent must have the following skills:

- Computer literate, Interpersonal, Communication skills, Report writing, Analytical and Project proposal writing.

Enquiries: **Mr Cletius Mubita**
Deputy Director: Planning and Development
Contact: 066- 261716

All applications on (form 156043) should be addressed to:

The Chief Regional Officer
Zambezi Regional Council
Private Bag 5002
Katima Mulilo
TEL: (066) 261700

**OR Hand delivered to the Human Resources Division, Zambezi Regional Council,
1st Floor, Katima Mulilo**
