

MANAGEMENT CADRE

OSHIKOTO REGIONAL COUNCIL

DIRECTORATE OF EDUCATION, ARTS AND CULTURE

Post Designation	:	Director Grade 3
1xPost	:	Ondangwa
Salary Scale	:	N\$554,603 –N\$588,548
Housing Benefit	:	N\$131,280 per annum
Motor Vehicle Allowance	:	
Capital cost	:	N\$94,178 per annum
Running cost	:	N\$29,455 per annum

Appointment Requirements: A Bachelor Degree on NQF Level 7 plus 9 years appropriate experience.

Supplementary/Selection requirements

- Preference will be given to candidates with Master's Degree in Education/Finance & Administration/Public Management on NQF Level 9.
- Four (4) years appropriate experience at the functional level of Grade 4/similar or higher in the above field and contactable references must be furnished.

Duty sheet:

- Compliance and Interpretation of the Public Service Act, Education Act, Public Service Staff Rules and other relevant Acts and Regulations
- Responsible for managing and directing Educational activities including HIV / AIDS in the Region
- Planning strategies and identify needs in Education
- Supervising and monitoring the curriculum implementation and managing of schools and hostels; promoting and extending the educational services to learners with special needs and abilities; the promotion and enhancing the major goals of MoEAC: access, equity, quality, efficiency, democracy and life-long learning.
- Liaise with donor agencies and stakeholders
- Implement the life-long learning educational programme; managing and extending library services to the communities
- Administering of the budget which is allocated to the Region, Personnel administering, procurement and managing of stock and rendering of technical and Support services
- Evaluate the performance of subordinates
- Any other work related duties assigned

Enquiries: Ms EM Shilumbu/ Mr. RS Kambonde 0819500600

Take note:

Applicants must attach certified copies of all their professional qualifications and academic records/transcripts and all foreign qualifications should be accompanied by an evaluation report from Namibian Qualification Authority, Identity Document (ID), Curriculum Vitae, two recent testimonials (not more than 2 years) and confirmation of probation letter. Incomplete form will disqualify your application.

Public Service application form for employment 156043 and health questionnaire form 156094 together with the above mentioned documents should be addressed to:

**The Regional Director
Oshikoto Education Directorate
Private Bag 2028
Ondangwa**

Or hand delivery at:

**Human Resource office
Oshikoto Education Directorate
Former Ondangwa West Building
Ondangwa**
