



VACANCY

ASSISTANT TECHNICIAN: BIOTECHNOLOGY (Windhoek, Namibia)

ABOUT THE NCRST:

The National Commission on Research, Science and Technology (NCRST) is a Public Enterprise established in terms of section 4 of the Research, Science, and Technology Act, 2004 (Act no. 23 of 2004) with a primary role of promotion, coordination and development of Research, Science, Technology, and Innovation in Namibia.

The NCRST hereby invites applications from suitably qualified individuals to apply for the following positions:

POSITION: LAB ASSISTANT TECHNICIAN: BIOTECHNOLOGY, GRADE: B2

JOB PURPOSE:

The primary purpose of this function is to conduct various laboratory tests to identify and analyze genetically Modified Organisms (GMOs) in food products and other samples.

KEY PERFORMANCE AREAS:

- Conduct and report various tests on food products and other samples.
- Adhere to laboratory protocols, guidelines, and requirements.
- Analyze and report data accurately and reliably to inform decision making.
- Develop, validate and verify test methods
- Conduct intermediate/maintenance checks of laboratory instruments
- Implement and maintain the quality management system (QMS).
- Maintain Quality Management System (QMS) records in the laboratory.
- Conduct routine inventory analysis to inform procurement requirements.
- Initiate the procurement of supplies and equipment as necessary.
- Store all equipment and supplies appropriately, following safety guidelines and the principle of a designated place for everything.
- Clean and/or initiate the cleaning of the laboratory and its equipment regularly.

MINIMUM EDUCATIONAL QUALIFICATIONS AND EXPERIENCE:

- Diploma in Biotechnology, Biochemistry, Food Technology, or related disciplines.

- At least three years relevant laboratory experience.
- Experience working in an ISO/IEC 17025 compliant laboratory.

SKILLS AND ATTRIBUTES REQUIRED:

- Experience in Molecular Biology techniques such as DNA extraction, PCR (Polymerase Chain Reaction), and data analysis.
- Laboratory safety awareness, good analytical skills, and the ability to follow standard operating procedures.
- Good laboratory housekeeping and Hygiene skills.
- Proficiency in Microsoft office (Word, Excel, PowerPoint etc.).
- Excellent written and oral communication skills.
- Certification as a SADCAS or similar organization Technical Signatory will be an advantage.

CONDITIONS OF EMPLOYMENT:

This is a permanent employment with an employment agreement.

NCRST is an equal opportunity employer.

Applications:

- All applications must be accompanied by a comprehensive Curriculum Vitae, with certified ID and supporting documents. Applications can be submitted as follows:
 - **Via email:** NIEIS
- Please note that only shortlisted candidates will be contacted.

Applications and inquiries may be directed to:

The Human Resources & Organisational Development

Office Tel: +264 (61) 431 7099

CLOSING DATE OF APPLICATIONS:

08 July 2025

Previously disadvantaged candidates are strongly encouraged to apply.