

MINISTRY OF WORKS AND TRANSPORT

DEPARTMENT OF ADMINISTRATION AND CENTRALIZED SUPPORT SERVICES DIVISION: SECURITY AND RISK MANAGEMENT SERVICES

Post Designation	:	Security Operations Officer Grade 8
1 x Post	:	Windhoek
Scale of Salary	:	N\$ 238, 825 –N\$ 285,420
Housing allowance	:	N\$ 17, 424.00 per annum
Transport allowance	:	N\$ 10, 512.00 per annum

Minimum requirements: A National Diploma or equivalent qualification on NQF Level 6 in Security Management **OR** Police Science **OR** Correctional Service **OR** Military Science plus approximately six (6) years appropriate experience.

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

Enquiries: Mr. Johannes Nantinda: +264 81 2735413/Ms. H Nghidileko: +264 61-208 8109

DEPARTMENT OF ADMINISTRATION AND CENTRALISED SUPPORT SERVICES DIRECTORATE OF ADMINISTRATION DIVISION: HUMAN RESOURCES

Post Designation	:	Learning and Development Officer Grade 8
1x Post	:	Windhoek
Salary Scale	:	N\$ 238, 825 –N\$ 285, 420
Housing allowance	:	N\$ 17, 424.00 per annum
Transport allowance	:	N\$ 10, 512.00 per annum

Minimum Requirements: An appropriate Diploma on NQF L6 in Human Resource Management.

Additional requirements: Sound knowledge in Performance Management System and a valid driver's License will be an added advantage

Enquiries: Ms. Z Kwenani: +264 61-208 8438/Ms. H Nghidileko: +264 61-208 8109

DEPARTMENT OF ADMINISTRATION AND CENTRALIZED SUPPORT SERVICES DIRECTORATE OF ADMINISTRATION DIVISION: FINANCE SUBDIVISION: ACCOUNTING, INCOME AND BUDGET CONTROL SECTION: BUDGETING AND CONTROL

Post Designation	:	Senior Accountant Grade 7
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PSM CIRCULAR NO. E OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 16 JUNE 2025, CLOSING DATE 11 JULY 2025

1 x Post	:	Windhoek
Salary Scale	:	N\$ 291, 128 –N\$ 347, 926
Housing allowance	:	N\$17, 424 per annum
Transport Allowance	:	N\$ 10, 512 per annum

Minimum Requirement: An appropriate Diploma or equivalent qualification on NQF L6 majoring in Accounting plus (five) 5 years appropriate experience.

Additional Requirements: A B-Degree or equivalent qualification (NQF L7) majoring in Accounting will serve as an added advantage. Experience in Ministerial Payroll, DSA, Accounts Payable, Accounts Receivable and Budget processing with extensive knowledge of Integrated Financial Management System (IFMS) modules. Taxation, Auditing and data management skills will be an added advantage. Computer Literacy and a valid Driver's License will serve as an added advantage.

Enquiries: Ms. J N Reynecke: +264 61-208 8309/ Ms. H Nghidileko: +264 61-208 8109

**DEPARTMENT OF ADMINISTRATION OF CENTRALIZED SUPPORT SERVICES
DIRECTORATE OF ADMINISTRATION
DIVISION: MANAGEMENT SUPPORT AND AUXILIARY SERVICES
SUBDIVISION: OFFICE SERVICES
SECTION: SECRETARIATE**

Post Designation	:	Senior Administrative Officer Grade 10
1 x Post	:	Windhoek
Scale of salary	:	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 or equivalent qualification on NQF Level 6 plus 1-year appropriate experience **OR** a Grade 12 Certificate (NQF Level 3) plus 3 years appropriate experience.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Ms. A David: +264 61 – 208 8432/Ms. V Bock: +264 61-208 8123

**DEPARTMENT OF ADMINISTRATION OF CENTRALIZED SUPPORT SERVICES
DIRECTORATE OF ADMINISTRATION
DIVISION MANAGEMENT SUPPORT AND AUXILIARY SERVICES
SUBDIVISION OFFICE SERVICES
SECTION TYPING**

Post Designation	:	Senior Administrative Officer Grade 10
1 x Post	:	Windhoek
Scale of salary	:	N\$ 159, 505 –N\$ 191, 312
Housing Allowance	:	N\$ 13, 944 per annum
Transport Allowance	:	N\$ 10, 512 per annum

PSM CIRCULAR NO. E OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 16 JUNE 2025, CLOSING DATE 11 JULY 2025

Minimum requirements: An appropriate National Diploma or equivalent qualification on NQF Level 6 plus 1-year appropriate experience **OR** a Grade 12 Certificate (NQF Level 3) plus 3 years appropriate experience.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Ms. A David: +264 61 – 208 8432/Ms. V Bock: +264 61-208 8123

**DEPARTMENT OF ADMINISTRATION OF CENTRALIZED SUPPORT SERVICES
DIRECTORATE OF ADMINISTRATION
DIVISION MANAGEMENT SUPPORT AND AUXILIARY SERVICES
SUBDIVISION OFFICE SERVICES
SECTION INTERNAL MINISTERIAL TRANSPORT**

Post Designation	:	Chief Administrative Officer Grade 8
1 x Post	:	Windhoek
Scale of Salary	:	N\$ 238, 825 –N\$ 285, 420
Housing allowance	:	N\$ 17, 424.00 per annum
Transport allowance	:	N\$ 10, 512.00 per annum

Minimum requirements: An appropriate National Diploma or equivalent qualification on NQF Level 6 plus 3-year appropriate experience.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Ms. W Kazekondjo: +264 61 – 208 8433/Ms. V Bock: +264 61-208 8123

**DEPARTMENT OF ADMINISTRATION OF CENTRALIZED SUPPORT SERVICES
DIRECTORATE OF ADMINISTRATION
DIVISION: MANAGEMENT SUPPORT AND AUXILLIARY SERVICES
SUBDIVISION: SUPPORT SERVICES
SECTION: CLEANING SERVICES**

Post Designation	:	Senior Cleaner Grade 14
1x Post	:	Windhoek
Scale of Salary	:	N\$ 63, 522 –N\$ 80, 439
Housing allowance	:	N\$ 10, 452.00 per annum
Transport Allowance	:	N\$ 10,512 per annum

Minimum Requirements: None

Enquiries: Mr. W Kazekondjo: +264 61 – 208 8433/Ms. V Bock: +264 61-208 8123

**DEPARTMENT OF ADMINISTRATION OF CENTRALIZED SUPPORT SERVICES
DIRECTORATE OF ADMINISTRATION
DIVISION: MANAGEMENT SUPPORT AND AUXILLIARY SERVICES**

PSM CIRCULAR NO. E OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 16 JUNE 2025, CLOSING DATE 11 JULY 2025

**SUBDIVISION: SUPPORT SERVICES
SECTION: CLEANING SERVICES**

Post Designation	:	Caretaker Grade 14
1x Post	:	Windhoek
Scale of Salary	:	N\$ 63, 522 –N\$ 80, 439
Housing allowance	:	N\$ 10, 452.00 per annum
Transport Allowance	:	N\$ 10, 512 per annum

Minimum Requirements: None

Enquiries: Mr. W Kazekondjo: +264 61 – 208 8433/Ms. V Bock: +264 61-208 8123

**DEPARTMENT OF WORKS
DIRECTORATE OF MAINTENANCE
DIVISION: FIXED ASSET MANAGEMENT
SUBDIVISION: CONTRACT ADMINISTRATION
SECTION: CONTRACT ADMINISTRATION**

Post Designation	:	Control Administrative Officer Grade 6
1x Post	:	Windhoek
Scale of Salary	:	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 or equivalent qualification (NQF Level 6) plus 6-year appropriate experience.

Additional requirements: A B-Degree or equivalent qualification (NQF Level 6) in Property Studies **OR** Land Management or Administration **OR** Contract Management **OR** Real Estate, and a valid driver's license will be added advantages.

Key job competencies and skills required:

To handle all correspondence from and to Offices/Ministries and the private sector concerning office accommodation needs, applications, extension of leases/lettings, dates, rental tariffs and conditions of leases/lettings and allocation of office accommodation. To update regularly lease and letting control index cards, as well as lists of leases on rented buildings or letting of Government property and renting of residential accommodation for Government officials entitled to designated housing. To draft and timeous compile submissions on leases and lettings of Government properties. The drafting of lease agreements on leases and lettings and scrutinizing of these contracts provided by the private sector itself.

Enquiries: Ms. E Hilokwah: +264 61- 208 8518/Ms. S Kalukolo: +264 61-208 8113

**DEPARTMENT OF WORKS
DIRECTORATE OF MAINTENANCE
DIVISION: FIXED ASSET MANAGEMENT**

PSM CIRCULAR NO. E OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 16 JUNE 2025, CLOSING DATE 11 JULY 2025

**SUBDIVISION: CONTRACT ADMINISTRATION
SECTION: INVESTIGATIONS AND ALLOCATIONS**

Post Designation	:	Chief Administrative Officer Grade 8
1 x Post	:	Windhoek
Scale of Salary	:	N\$ 238, 825 –N\$ 285, 420
Housing allowance	:	N\$ 17, 424.00 per annum
Transport allowance	:	N\$ 10, 512.00 per annum

Minimum requirements: A National Diploma or equivalent qualification on NQF Level 6 plus three (3) years appropriate experience.

Additional requirements: A B-Degree or equivalent qualification on NQF Level 7 in Land Management **OR** Property Studies, with relevant experience in Property Management. A valid code B Driver's License will be an added advantage.

Enquiries: Ms. E Hilokwah: +264 61- 208 8518/Ms. S Kalukolo: +264 61-208 8113

**DEPARTMENT OF WORKS
DIRECTORATE OF MAINTENANCE
DIVISION: FIXED ASSET MANAGEMENT
SUBDIVISION: HOUSING
SECTION: INSPECTIONS**

Post Designation	:	Senior Administrative Officer Grade 10
1 x Post	:	Windhoek
Scale of salary	:	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 or equivalent qualification (NQF Level 6) plus 1 year appropriate experience **OR** a Grade 12 Certificate (NQF Level 3) plus 3 years appropriate experience in land/property management.

Additional requirements: A Diploma or equivalent qualification on NQF Level 6 in Property Studies **OR** Land Management **OR** Contract Management **OR** Real Estate, and a valid driver's license will be added advantages.

Enquiries: Mr. J M Mbangula: +264 61- 208 8527/ Ms. S Kalukolo: +264 61-208 8113

**DEPARTMENT OF ADMINISTRATION AND CENTRALIZED SUPPORT SERVICES
DIRECTORATE OF CENTRALIZED SUPPORT SERVICES
DIVISION: INFORMATION AND TECHNOLOGY**

Post Designation	:	Senior System Administrator Grade 7
1 x 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

Minimum requirements: Bachelor Degree at NQF Level 7 in Computer Science, Management Information System/Business Computer or equivalent with specialisation in Network Administration, with six (6) years appropriate experience.

Additional Requirement: Preference should be given to candidates who demonstrate working experience with Kasperskey, VMware, Fortinet technology and VEEAM backup software.

Enquiries: Ms. M Gideon +264 61-208 8640/Ms. H Nghidileko: +264 61-208 8109

**DEPARTMENT OF ADMINISTRATION AND CENTRALIZED SUPPORT SERVICES
DIRECTORATE OF CENTRALIZED SUPPORT SERVICES
DIVISION: INFORMATION AND TECHNOLOGY**

Post Designation : Chief Computer Technician Grade 9
1 x Post : Windhoek
Scale of Salary : N\$ 195 216 - 234 144
Housing allowance : N\$ 13 944.00 per annum
Transport allowance : N\$ 10 512.00 per annum

Minimum requirements: A National Diploma or equivalent qualification in Information Technology on NQF Level 6

Enquiries: Ms. M Gideon +264 61-208 8640/Ms. H Nghidileko: +264 61-208 8109

**DEPARTMENT OF ADMINISTRATION AND CENTRALIZED SUPPORT SERVICES
DIRECTORATE OF CENTRALIZED SUPPORT SERVICES
DIVISION: INFORMATION AND TECHNOLOGY**

Post Designation : Analyst Programmer Grade 9
1 x Post : Windhoek
Scale of Salary : N\$ 195, 216 –N\$ 234, 144
Housing allowance : N\$ 13, 944.00 per annum
Transport allowance : N\$ 10, 512.00 per annum

Minimum requirements: A Diploma in Programming on NQF L6 (or equivalent).

Additional requirements: The candidates should be able to program in Java and have knowledge and skills of Relational Database Management System (RDBMS) such as MSQl, and PostgreSQL. Programming skills in PHP and C/C will be an added advantage.

Enquiries: Ms. M Gideon +264 61-208 8640/Ms. S Kalukolo: +264 61-208 8113

DEPARTMENT OF ADMINISTRATION AND CENTRALIZED SUPPORT SERVICES
DIRECTORATE OF CENTRALIZED SUPPORT SERVICES
DIVISION: CENTRALIZED SERVICES
SUBDIVISION: STOCK PROVISION
SECTION: KEETMANSHOOP WAREHOUSE

Post Designation	:	Chief Administrative Officer Grade 8
1 x Post	:	Keetmanshoop
Scale of Salary	:	N\$ 238, 825 –N\$ 285, 420
Housing allowance	:	N\$ 17, 424.00 per annum
Transport allowance	:	N\$ 10, 512.00 per annum

Minimum requirements: An appropriate National Diploma in Business Administration **OR** Management **OR** Procurement **OR** Logistic **OR** Supply Chain Management **OR** Project Management **OR** Marketing or equivalent qualification (NQF Level 6) plus 3 year appropriate experience.

Additional requirements: A B-Degree or equivalent qualification at NQF L7 in Business Administration **OR** Management **OR** Procurement **OR** Logistic **OR** Supply Chain Management **OR** Project Management **OR** Marketing will be an added advantage, with 5 years appropriate experience in logistics, marketing and supply chain. Must be computer literate.

Enquiries: Ms. A Shoopala: +264 61 – 208 6143/Ms. M H H Uushona: +264 61-208 8143

DEPARTMENT OF ADMINISTRATION AND CENTRALIZED SUPPORT SERVICES
DIRECTORATE OF CENTRALIZED SUPPORT SERVICES
DIVISION: CENTRALIZED SERVICES
SUBDIVISION: STOCK PROVISION
SECTION: WINDHOEK WAREHOUSE
SUBSECTION: DISPATCH, CASH SALE AND RECEIVING

Post Designation	:	Senior Administrative Officer Grade 10
1 x Post	:	Windhoek
Scale of Salary	:	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 or equivalent qualification (NQF Level 6) in Business Administration **OR** Management **OR** Procurement **OR** Logistic **OR** Supply Chain Management **OR** Project Management **OR** Marketing plus 1-year appropriate experience **OR** a Grade 12 Certificate (NQF Level 3) plus 3 years appropriate experience.

Additional requirements: A B-Degree or equivalent qualification at NQF L7 in Business Administration **OR** Management **OR** Procurement **OR** Logistic **OR** Supply Chain Management **OR** Project Management **OR** Marketing will be an added advantage, with 3 years appropriate experience in logistics, marketing and supply chain. Must be computer literate.

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Enquiries: Ms. A Shoopala: +264 61-208 6143/Ms. M H H Uushona: +264 61-208 8143

DEPARTMENT OF ADMINISTRATION AND CENTRALIZED SUPPORT SERVICES
DIRECTORATE OF CENTRALIZED SUPPORT SERVICES
DIVISION: CENTRALIZED SERVICES
SUBDIVISION: STOCK PROVISION
SECTION: RUNDU WAREHOUSE
SUBSECTION: EDUCATIONAL MATERIALS

Post Designation	:	Senior Administrative Officer Grade 10
1 x Post	:	Rundu
Scale of Salary	:	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 or equivalent qualification (NQF Level 6) in Business Administration **OR** Management **OR** Procurement **OR** Logistic **OR** Supply Chain Management **OR** Project Management **OR** Marketing plus 1-year appropriate experience **OR** a Grade 12 Certificate (NQF Level 3) plus 3 years appropriate experience.

Additional requirements: A B-Degree or equivalent qualification at NQF L7 in Business Administration **OR** Management **OR** Procurement **OR** Logistic **OR** Supply Chain Management **OR** Project Management **OR** Marketing will be an added advantage, with 3 year appropriate experience in logistics, marketing and supply chain. Must be computer literate.

Enquiries: Ms. A Shoopala: +264 61-208 6143/Ms. M H H Uushona: +264 61-208 8143

DEPARTMENT OF WORKS
DIRECTORATE OF MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICE
SUBDIVISION: GARDEN SERVICES
SUBSECTION: HORTICULTURAL SERVICES: MINISTERIAL GARDENS

Post Designation	:	Senior Horticulturist Grade 9
1 x Post	:	Windhoek
Scale of Salary	:	N\$ 195, 216 –N\$ 234, 144
Housing allowance	:	N\$ 13, 944.00 per annum
Transport allowance	:	N\$ 10, 512.00 per annum

Minimum requirements: An appropriate National Diploma for Technicians (or equivalent qualification) on NQF Level 6.

Enquiries: Mr. R S Lutombi: +264 81 1405310/Ms. E Sheya: +264 61-208 8129

DEPARTMENT OF WORKS
DIRECTORATE OF MAINTENANCE

PSM CIRCULAR NO. E OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 16 JUNE 2025, CLOSING DATE 11 JULY 2025

DIVISION: TECHNICAL AND MAINTENANCE SERVICE
SUBDIVISION: GARDEN SERVICES
SUBSECTION: HORTICULTURAL SERVICES

Post Designation : Horticulturist Grade 10
1 x Post : Windhoek
Scale of salary : 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 for Technicians (or equivalent qualification) on NQF Level 6.

Enquiries: Mr. R S Lutombi: +264 81 1405310/Ms. E Sheya: +264 61-208 8129

DEPARTMENT OF WORKS
DIRECTORATE OF MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICE
SUBDIVISION: GARDEN SERVICES
SUBSECTION: HORTICULTURAL SERVICES

Post Designation : Operator Driver Grade 12
1 x Post : Windhoek
Scale of Salary : N\$ 107 753 – 129 240
Housing allowance : N\$ 13 944.00 per annum
Transport allowance : N\$ 10 512.00 per annum

Minimum requirements: Grade 10 or equivalent Certificate (NQF Level 2) with 24 points over 7 subjects including English, with a D symbol in English, and a valid driver's license.

Enquiries: Mr. R S Lutombi: +264 81 1405310/Ms. E Sheya: +264 61-208 8129

DEPARTMENT OF ADMINISTRATION OF CENTRALIZED SUPPORT SERVICES
DIRECTORATE OF CENTRALIZED SUPPORT SERVICES
DIVISION: GOVERNMENT GARAGE
SUBSECTION: RUNDU WORKSHOP

Post Designation : Artisan Foreman Grade 9 (Auto/Diesel Mechanic)
1 x Post : Rundu
Scale of Salary : N\$ 195 216 – 234 144
Housing Allowance : N\$ 13 944 per annum
Transport Allowance : N\$ 10 512 per annum

Minimum requirements: Completed apprenticeship **OR** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III issued in terms of existing legislation plus three (3) years appropriate experience.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. N J-W Amakali: +264 81 1241053/Ms. B Kaulinge: +264 61-208 8116

**DEPARTMENT OF ADMINISTRATION OF CENTRALIZED SUPPORT SERVICES
DIRECTORATE OF CENTRALIZED SUPPORT SERVICES
DIVISION: GOVERNMENT GARAGE
SUBDIVISION: PROCUREMENT AND INSPECTION**

Post Designation : Chief Works Inspector Grade 7 (Auto/Diesel Mechanic)
1 x Post : Windhoek
Salary Scale : 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 or equivalent qualification on NQF L6 plus four (4) years appropriate experience **OR** an appropriate N3 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus eight (8) years appropriate experience **OR** an appropriate N1 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus ten (10) years' appropriate experience.

Additional requirements: An appropriate National Vocational Diploma (IV) **OR** Certificate Level III issued in terms of existing legislation plus a Certificate Level II plus eight (8) years appropriate experience.

Enquiries: Mr. N J-W Amakali: +264 81 1241053/Ms. M Nailenge: +264 61-208 8116

**DEPARTMENT OF TRANSPORT
DIRECTORATE: TRANSPORTATION POLICY AND REGULATIONS
DIVISION: TRANSPORTATION REGULATIONS**

Post Designation : Control Administrative Officer Grade 6
1 x Post : Windhoek
Scale of salary : N\$ 354, 883 –N\$ 424, 119 per annum
Housing Allowance : N\$ 17,424 per annum
Transport Allowance : N\$ 10, 512 per annum

Minimum requirements: An appropriate Bachelor Degree or equivalent qualification on NQF Level 7 in Commerce **OR** Transport and Logistic **OR** Transport Economics **OR** Economics **OR** Business Administration **OR** Public Administration **OR** Law plus six (6) years appropriate experience.

Enquiries: D Mabengano: +264 61 208 8154/Ms. E Sheya: +264 61-208 8128

**DEPARTMENT OF TRANSPORT
DIRECTORATE: TRANSPORTATION POLICY AND REGULATIONS
DIVISION: TRANSPORTATION LEGISLATION**

PSM CIRCULAR NO. E OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 16 JUNE 2025, CLOSING DATE 11 JULY 2025

Post Designation	:	Chief Administrative Officer Grade 8
1 x Post	:	Windhoek
Scale of salary	:	N\$ 238, 825 –N\$ 285,420 per annum
Housing Allowance	:	N\$ 17,424 per annum
Transport Allowance	:	N\$ 10, 512 per annum

Minimum requirements: National Diploma or equivalent qualification (NQF Level 6) plus three (3) years appropriate experience.

Additional requirements: An appropriate Bachelor's Degree or equivalent qualification on (NQF Level 7) in Law **OR** Business Administration **OR** Public Administration will be an added advantage. Good knowledge, understanding and traceable working experience in Namibia's Transport and transportation policy and legislations. Experience and knowledge in administering, interpretation of and advice on transport legislation and drafting of legislation and prescriptions. Ability and experience in preparation and processing of Cabinet Memoranda in cooperation with relevant stakeholders, concerning transport legislation.

Enquiries: Mr. B M Mate: +264 61 208 8717/ Ms. P Simataa: +264 61-208 8132

**DEPARTMENT OF TRANSPORT
DIRECTORATE: TRANSPORTATION POLICY AND REGULATIONS
DIVISION: TRANSPORTATION AUXILIARY SUPPORT SERVICES**

Post Designation	:	Senior Administrative Officer Grade 10
1 x Post	:	Windhoek
Scale of salary	:	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 or equivalent qualification (NQF Level 6) in Business Administration **OR** Public Administration/Management plus 1-year appropriate experience **OR** a Grade 12 Certificate (NQF Level 3) plus three (3) years appropriate experience.

Enquiries: Ms. H Bronn: +264 61 208 8164/Ms. P Simataa: +264 61-208 8132

**DEPARTMENT OF TRANSPORT
DIRECTORATE OF MARITIME AFFAIRS
SUBDIVISION: MARITIME ADMINISTRATION**

Post Designation	:	Chief Administrative Officer Grade 8
1 x Post	:	Windhoek
Scale of Salary	:	N\$ 238, 825 –N\$ 285, 420
Housing allowance	:	N\$ 17, 424.00 per annum
Transport allowance	:	N\$ 10, 512.00 per annum

Minimum requirements: National Diploma or equivalent qualification (NQF Level 6) plus three (3) years appropriate experience.

Enquiries: Ms. B Siseho: +264 61 448502/Ms. A Matheus +264 61 208 8126

**DEPARTMENT OF TRANSPORT
DIRECTORATE OF MARITIME AFFAIRS
DIVISION: MARITIME POLLUTION CONTROL AND SEARCH AND RESCUE**

Post Designation	:	Senior Administrative Officer Grade 10
1 x Post	:	Lüderitz
Scale of salary	:	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 or equivalent qualification (NQF Level 6) plus 1-year appropriate experience **OR** a Grade 12 Certificate (NQF Level 3) plus three (3) years appropriate experience.

Enquiries: Mr. S R N Kalomho: +264 64-2086307/Ms. A Matheus: +264 61 208 8126

**DEPARTMENT OF TRANSPORT
DIRECTORATE OF MARITIME AFFAIRS
DIVISION: SURVEYING AND INSPECTIONS**

Post Designation	:	Senior Administrative Officer Grade 10
1 x Post	:	Windhoek
Scale of salary	:	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 or equivalent qualification (NQF Level 6) plus 1-year appropriate experience **OR** a Grade 12 Certificate (NQF Level 3) plus three (3) years appropriate experience.

Enquiries: Mr. J Muzanima: +264 64-2086301/Ms. A Matheus: +264 61 208 8126

**DIRECTORATE CIVIL AVIATION
DIVISION: METEOROLOGICAL SERVICES
SECTION: WEATHER FORECASTING**

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

Minimum requirements: An appropriate Degree or equivalent qualification on NQF L8 plus 6 years appropriate experience.

Additional requirements: WMO Class II OR National Diploma in Meteorology OR BSc. In Meteorology. Experience in Weather Forecasting and possession of a driver's license with serve as an added advantage.

Enquiries: Mr. I N Haindongo: +264 81 1253646 /Ms. A Matheus: +264 61-208 8126

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: OSHIKOTO**

Post designation	:	Chief Works Inspector Grade 7 (Civil)
1x Post	:	Omuthiya
Salary Scale	:	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 or equivalent qualification on NQF L6 plus four (4) years appropriate experience **OR** an appropriate N3 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus eight (8) years appropriate experience **OR** an appropriate N1 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus 10 years' appropriate experience.

Additional requirements: An appropriate National Vocational Diploma (IV) **OR** Certificate Level III plus a Certificate Level II plus eight (8) years appropriate experience issued in terms of existing legislation.

Enquiries: Mr. J N Iita: +264 65 - 244400/ Ms. H Amwiigidha: +264 61-208 8103

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: KUNENE
SUBSECTION: SESFONTEIN SUB-OFFICE**

Post Designation	:	Senior Works Inspector Grade 8 (Multi)
1 x Post	:	Sesfontein
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 National Diploma or equivalent qualification on NQF L6 plus two (2) years appropriate experience **OR** An appropriate N3 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus six (6)

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years appropriate experience **OR** An appropriate N1 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus eight (8) years appropriate experience.

Additional requirements: An appropriate National Vocational Diploma (IV) **OR** Certificate Level III plus a Certificate Level II issued in terms of existing legislation plus six (6) years appropriate experience.

Enquiries: Mr. I T Hamutumbangela: +264 67- 331337/ Ms. P Ambondo: +264 61-208 8124

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: OSHIKOTO
SUBSECTION: TSUMEB SUB-OFFICE**

Post Designation	:	Senior Works Inspector Grade 8 (Multi)
1 x Post	:	Tsumeb
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 National Diploma or equivalent qualification on NQF L6 plus two (2) years appropriate experience **OR** An appropriate N3 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus six (6) years appropriate experience **OR** An appropriate N1 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus eight (8) years appropriate experience.

Additional requirements: An appropriate National Vocational Diploma (IV) **OR** Certificate Level III plus a Certificate Level II issued in terms of existing legislation plus six (6) years appropriate experience.

Enquiries: Mr. J N Iita: +264 65 - 244400/ Ms. H Amwiigidha: +264 61-208 8103

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: OSHIKOTO**

Post Designation	:	Operator Driver Grade 12
2 x Post	:	Tsumeb/Omuthiya
Scale of Salary	:	N\$ 107 753 – 129 240
Housing allowance	:	N\$ 13 944.00 per annum
Transport allowance	:	N\$ 10 512.00 per annum

Minimum requirements: Grade 10 or equivalent Certificate (NQF Level 2) with 24 points over 7 subjects including English, with a D symbol in English, and a valid Code CE driving license.

Enquiries: Mr. J N lita: +264 65 - 244400/ Ms. H Amwiigidha: +264 61-208 8103

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: OMAHEKE**

Post Designation	:	Operator Driver Grade 12
1 x Post	:	Gobabis
Scale of Salary	:	N\$ 107, 753 –N\$ 129, 240
Housing allowance	:	N\$ 13, 944.00 per annum
Transport allowance	:	N\$ 10, 512.00 per annum

Minimum requirements: Grade 10 or equivalent Certificate (NQF Level 2) with 24 points over 7 subjects including English, with a D symbol in English, and a valid Code CE driving license.

Enquiries: Mr. G Mumbango: +264 62- 577100/Ms. E P T Ambondo: +264 61-208 8124

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: KHOMAS**

Post Designation	:	Control Works Inspector Grade 6 (Multi)
1 x Post	:	Windhoek – Regional Office
Scale of salary	:	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 or equivalent qualification on NQF L6 plus eight (8) years appropriate experience **OR** an appropriate N3 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus ten (10) years appropriate experience **OR** an appropriate N1 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus 12 years' appropriate experience.

Additional requirements: An appropriate National Vocational Diploma (IV) **OR** Certificate Level III plus a Certificate Level II issued in terms of existing legislation plus ten (10) years appropriate experience.

Enquiries: Mr. F Chimwamurombe: +264 61 – 208 8601/ Ms. J Hangula: +264 61-2088135

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: OMAHEKE
SUBSECTION: TALLISMANUS SUB-OFFICE**

Post Designation : Senior Works Inspector Grade 8 (Multi)
1 x Post : Tallismanus
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 National Diploma or equivalent qualification on NQF L6 plus two (2) years appropriate experience **OR** An appropriate N3 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus six (6) years appropriate experience **OR** An appropriate N1 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus eight (8) years appropriate experience.

Additional requirements: An appropriate National Vocational Diploma (IV) **OR** Certificate Level III plus a Certificate Level II issued in terms of existing legislation plus six (6) years appropriate experience.

Enquiries: Mr. G Mumbango: +264 62- 577100/Ms. E P T Ambondo: +264 61-208 8124

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: KHARAS**

Post Designation : Senior Works Inspector Grade 8 (Multi)
1 x Post : Keetmanshoop
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 National Diploma or equivalent qualification on NQF L6 plus two (2) years appropriate experience **OR** An appropriate N3 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus six (6) years appropriate experience **OR** An appropriate N1 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus eight (8) years appropriate experience.

Additional requirements: An appropriate National Vocational Diploma (IV) **OR** Certificate Level III plus a Certificate Level II issued in terms of existing legislation plus six (6) years appropriate experience.

Enquiries: Mr. C D Swartz: +264 63 - 270015/Mr. N Kaishungu: +264 61-208 8139

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**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: HARDAP**

Post Designation : Works Inspector Grade 9 (Civil)
2 x Posts : Mariental
Scale of Salary : 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 or equivalent qualification on NQF L6 **OR** An appropriate N3 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus four (4) years appropriate experience **OR** An appropriate N1 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus six (6) years appropriate experience.

Additional requirements: An appropriate National Vocational Diploma (IV) **OR** Certificate Level III plus a Certificate Level II issued in terms of existing legislation plus four (4) years appropriate experience.

Enquiries: Mr. J Mahunga: +264 63 - 345150/Mr. N Kaishungu: +264 61 - 208 8139

**DEPARTMENT OF WORKS
DIRECTORAT: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: HARDAP
SUBSECTION: MAINTENANCE SUPPORT AND SERVICES**

Post Designation : Senior Administrative Officer Grade 10
1 x Post : Mariental
Scale of salary : 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 or equivalent qualification (NQF Level 6) plus 1-year appropriate experience **OR** A Grade 12 Certificate (NQF Level 3) plus 3 years appropriate experience.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. J Mahunga: +264 63 - 345150/Mr. N Kaishungu: +264 61 - 208 8139

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES**

PSM CIRCULAR NO. E OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 16 JUNE 2025, CLOSING DATE 11 JULY 2025

SUBDIVISION: ADMINISTRATIVE AND SUPPORT SERVICES

Post Designation	:	Senior Administrative Officer Grade 10
1 x Post	:	Windhoek
Scale of salary	:	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 or equivalent qualification (NQF Level 6) plus 1-year appropriate experience **OR** a Grade 12 Certificate (NQF Level 3) plus 3 years appropriate experience.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. M Shilongo: +264 61-208 8618/ Ms. S Tjiwemu: +264 61-2088129

**DEPARTMENT OF WORKS
DIRECTORATE OF MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE AND INSPECTIONS: KHOMAS
SUBSECTION: WORKSHOP**

Post Designation	:	Artisan Foreman Grade 9 (Electrical/Mechanical)
1 x Post	:	Windhoek – Regional Office
Scale of Salary	:	N\$ 195, 505 –N\$ 234, 144
Housing Allowance	:	N\$ 13, 944 per annum
Transport Allowance	:	N\$ 10, 512 per annum

Minimum requirements: Completed apprenticeship **OR** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III issued in terms of existing legislation plus three (3) years appropriate experience.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. W Haoseb: +264 81 1410704/ Ms. J Hangula: +264 61-2088135

**DEPARTMENT OF WORKS
DIRECTORATE OF MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE AND INSPECTIONS: HARDAP
SUBSECTION: REHOBOTH SUB-OFFICE**

Post Designation	:	Artisan Foreman Grade 9 (Multi)
1 x Post	:	Rehoboth
Scale of Salary	:	N\$ 195, 505 –N\$ 234, 144
Housing Allowance	:	N\$ 13, 944 per annum
Transport Allowance	:	N\$ 10, 512 per annum

Minimum requirements: Completed apprenticeship **OR** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III issued in terms of existing legislation plus three (3) years appropriate experience.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. J Mahunga: +264 63 345150/Mr. N Kaishungu: +264 61-208 8139

**DEPARTMENT OF WORKS
DIRECTORATE OF MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE AND INSPECTIONS: KHARAS
SUBSECTION: HOSPITAL SUB-OFFICE**

Post Designation	:	Artisan Foreman Grade 9 (Multi)
1 x Post	:	Keetmanshoop
Scale of Salary	:	N\$ 195, 505 –N\$ 234, 144
Housing Allowance	:	N\$ 13, 944 per annum
Transport Allowance	:	N\$ 10, 512 per annum

Minimum requirements: Completed apprenticeship **OR** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III issued in terms of existing legislation plus three (3) years appropriate experience.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. C D Swartz: +264 63 - 270015/Mr. N Kaishungu: +264 61-208 8139

**DEPARTMENT OF WORKS
DIRECTORATE OF MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE AND INSPECTIONS: ZAMBEZI
SUBSECTION: WORKSHOP**

Post Designation	:	Artisan Foreman Grade 9 (Multi)
1 x Post	:	Katima Mulilo
Scale of Salary	:	N\$ 195, 505 –N\$ 234, 144
Housing Allowance	:	N\$ 13, 944 per annum
Transport Allowance	:	N\$ 10, 512 per annum

Minimum requirements: Completed apprenticeship **OR** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III issued in terms of existing legislation plus three (3) years appropriate experience.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. J S Siyauya +264 66-253016/ Ms. B Malambo: +264 61-208 8125

**DEPARTMENT OF WORKS
DIRECTORATE OF MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE AND INSPECTIONS: ZAMBEZI
SUBSECTION: KONGOLA SUB-OFFICE**

Post Designation : Artisan Foreman Grade 9 (Multi)
1 x Post : Kongola
Scale of Salary : N\$ 195, 505 –N\$ 234, 144
Housing Allowance : N\$ 13, 944 per annum
Transport Allowance : N\$ 10, 512 per annum

Minimum requirements: Completed apprenticeship **OR** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III issued in terms of existing legislation plus three (3) years appropriate experience.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. J S Siyauya +264 66-253016/ Ms. B Malambo: +264 61-208 8125

**DEPARTMENT OF WORKS
DIRECTORATE OF MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE AND INSPECTIONS: OTJOZONDJUPA
SUBSECTION: WORKSHOP**

Post Designation : Artisan Foreman Grade 9 (Electrical)
1 x Post : Otjiwarongo
Scale of Salary : N\$ 195, 505 –N\$ 234, 144
Housing Allowance : N\$ 13, 944 per annum
Transport Allowance : N\$ 10, 512 per annum

Minimum requirements: Completed apprenticeship **OR** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III issued in terms of existing legislation plus three (3) years appropriate experience.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. S Hatutale: +264 81 122304/Ms. S Kalukolo: +264 61-208 8113

**DEPARTMENT OF WORKS
DIRECTORATE OF MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE AND INSPECTIONS: OTJOZONDJUPA
SUBSECTION: GROOTFONTEIN SUB-OFFICE**

Post Designation : Artisan Foreman Grade 9 (Civil)

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1 x Post	:	Grootfontein
Scale of Salary	:	N\$ 195, 505 –N\$ 234, 144
Housing Allowance	:	N\$ 13, 944 per annum
Transport Allowance	:	N\$ 10, 512 per annum

Minimum requirements: Completed apprenticeship **OR** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III issued in terms of existing legislation plus three (3) years appropriate experience.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. S Hatutale: +264 81 122304/Ms. S Kalukolo: +264 61-208 8113

**DEPARTMENT OF WORKS
DIRECTORATE MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: KUNENE
SUBSECTION: WORKSHOP**

Post Designation	:	Artisan Grade 10 (Plumber)
1 x Post	:	Khorixas
Scale of salary	:	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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Plumbing issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. I T Hamutumbangela: +264 67- 331337/ Ms. E P T Ambondo: +264 61-208 8124

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: ZAMBEZI
SUBSECTION: WORKSHOP**

Post Designation	:	Artisan Grade 10 (Plumber)
1 x Post	:	Katima Mulilo
Scale of salary	:	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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Plumbing issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. J S Siyauya +264 66-253016/ Ms. B Malambo: +264 61-208 8125

DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: ERONGO
SUBSECTION: WALVISBAY SUB-OFFICE

Post Designation	:	Artisan Grade 10 (Carpenter)
1 x Post	:	Walvisbay
Scale of salary	:	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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Carpentry issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. L Shinyenga: +264 64- 202887/Ms. P Simataa: +264 61-208 8136

DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: KUNENE
SUBSECTION: KHORIXAS SUB-OFFICE

Post Designation	:	Artisan Grade 10 (Carpenter)
1 x Post	:	Khorixas
Scale of salary	:	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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Carpentry issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. I T Hamutumbangela: +264 67- 331337/ Ms. E P T Ambondo: +264 61-208 8124

DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: OMAHEKE
SUBSECTION: TALLISMANUS SUB-OFFICE

Post Designation : Artisan Grade 10 (Carpenter)
1 x Post : Tallismanus
Scale of salary : 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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Carpentry issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. G Mumbango: +264 62- 577100/Ms. E P T Ambondo: +264 61-208 8124

DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: OTJOZONDJUPA
SUBSECTION: OKAHANDJA SUB-OFFICE

Post Designation : Artisan Grade 10 (Carpenter)
1 x Post : Okahandja
Scale of salary : 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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Carpentry issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. M J Mupe +264 62-501071/ Ms. S Kalukolo: +264 61-208 8113

DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: HARDAP
SUBSECTION: MARIENTAL SUB-OFFICE

Post Designation : Artisan Grade 10 (Carpenter)
1 x Post : Mariental
Scale of salary : 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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Carpentry issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. J Mahunga: +264 63 345150/Mr. N Kaishungu: +264 61-208 8139

DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: OMAHEKE
SUBSECTION: WORKSHOP

Post Designation : Artisan Grade 10 (Bricklayer)
1 x Post : Gobabis
Scale of salary : 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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Bricklaying issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. G Mumbango: +264 62- 577100/Ms. E P T Ambondo: +264 61-208 8124

DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: KAVANGO-EAST
SUBSECTION: DIVUNDU SUB-OFFICE

Post Designation : Artisan Grade 10 (Mechanical Air-Con & Refrigeration)
1 x Post : Divundu
Scale of salary : 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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Mechanical Air-Con and Refrigeration issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. G Sikoka: +264 812413899/Ms. B Malambo: +264 61-208 8125

DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: OTJOZONDJUPA
SUBSECTION: GROOTFONTEIN SUB-OFFICE

Post Designation	:	Artisan Grade 10 (Mechanical)
1 x Post	:	Grootfontein
Scale of salary	:	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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Mechanical issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. S Hatutale: +264 81 122304/Ms. S Kalukolo: +264 61-208 8113

DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: HARDAP
SUBSECTION: MARIENTAL SUB-OFFICE

Post Designation	:	Artisan Grade 10 (Mechanical)
1 x Post	:	Mariental
Scale of salary	:	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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Mechanical issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. J Mahunga: +264 63 345150/Mr. N Kaishungu: +264 61-208 8139

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: KAVANGO-EAST
SUBSECTION: WORKSHOP**

Post Designation : Artisan Grade 10 (Diesel Mechanical)
1 x Post : Rundu
Scale of salary : 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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Diesel Mechanical issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. G Sikoka: +264 812413899/Ms. B Malambo: +264 61-208 8125

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: KHOMAS
SUBSECTION: WORKSHOP**

Post Designation : Artisan Grade 10 (Mechanical Air-Con & Refrigeration)
1 x Post : Windhoek – Regional Office
Scale of salary : 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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Mechanical Air-Con & Refrigeration issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. W Haoseb: +264 81 1410704/ Ms. J Hangula: +264 61-2088135

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: KHOMAS
SUBSECTION: HOSPITAL SUB-OFFICE**

Post Designation : Artisan Grade 10 (Mechanical Air-Con & Refrigeration)
1 x Post : Windhoek
Scale of salary : 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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Mechanical Air-Con & Refrigeration issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. F I Husfieldt: +264 81 1488337/ Ms. J Hangula: +264 61-2088135

**DEPARTMENT OF WORKS
DIRECTORATE MAINTENANCE
DIVISION TECHNICAL AND MAINTENANCE SERVICES
SECTION MAINTENANCE & INSPECTIONS: OTJOZONDJUPA
SUBSECTION GROOTFONTEIN SUB-OFFICE**

Post Designation : Artisan Grade 10 (Mechanical Air-Con & Refrigeration)
1 x Post : Grootfontein
Scale of salary : 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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Mechanical Air-Con & Refrigeration issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. S Hatutale: +264 81 122304/Ms. S Kalukolo: +264 61-208 8113

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: ZAMBEZI
SUBSECTION: KONGOLA SUB-OFFICE**

Post Designation : Artisan Grade 10 (Carpenter)
1 x Post : Kongola
Scale of salary : 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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Carpentry issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. J S Siyauya +264 66-253016/ Ms. B Malambo: +264 61-208 8125

DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: KHARAS
SUBSECTION: WORKSHOP

Post Designation	:	Artisan Grade 10 (Electrical)
1 x Post	:	Keetmanshoop
Scale of salary	:	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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Electrical issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. C D Swartz: +264 63 - 270015/Mr. N Kaishungu: +264 61-208 8139

DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: KAVANGO-WEST
SUBSECTION: WORKSHOP

Post Designation	:	Artisan Grade 10 (Electrical)
1 x Post	:	Rundu
Scale of salary	:	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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Electrical issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. P Kgotlang: +264 81 2351844 /Ms. B Malambo: +264 61-208 8125

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: OSHANA
SUBSECTION: WORKSHOP**

Post Designation : Artisan Grade 10 (Electrical)
1 x Post : Oshakati
Scale of salary : 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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Electrical issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. K N Kandowa +264 65-221 197/ Ms. H Amwiigidha: +264 61-208 8103

**DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: OSHANA
SUBSECTION: KONGOLA SUB-OFFICE**

Post Designation : Artisan Grade 10 (Carpenter)
1 x Post : Oshakati
Scale of salary : 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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Carpentry issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. K N Kandowa +264 65-221 197/ Ms. H Amwiigidha: +264 61-208 8103

**DEPARTMENT OF WORKS
DIRECTORATE: MAINTENANCE
DIVISION: TECHNICAL AND MAINTENANCE SERVICES
SECTION: MAINTENANCE & INSPECTIONS: KHOMAS
SUBSECTION: WORKSHOP**

Post Designation : Artisan Grade 10 (Painter)
1 x Post : Windhoek – Regional Office

PSM CIRCULAR NO. E OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 16 JUNE 2025, CLOSING DATE 11 JULY 2025

Scale of salary : 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** Trade Diploma **OR** National Vocational Diploma (IV) **OR** Certificate Level III in Painting issued in terms of existing legislation.

Additional requirements: A valid driver's license will be an added advantage.

Enquiries: Mr. W Haoseb: +264 81 1410704/ Ms. J Hangula: +264 61-2088135

Person in the designated groups and person with disabilities are encouraged to apply. 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. Any part of the application form that do not apply to you please indicate as such by writing N/A. Application form for employment No 156043 and Health Questionnaire form 156094 (obtained from any Government Offices) together with a comprehensive curriculum vitae and original certified copies of educational Qualifications, identity document and certificate of service or testimonials (if any) must be addressed to:

The Executive Director
Ministry of Works and Transport
Private Bag 13341
Ausspannplatz
Windhoek

Or hand delivered to:

The Human Resource Office
Ministry of Works and Transport
Registry Office, room 101, first floor

NB! Only shortlisted candidates will be contacted and no personal documents will be returned. All supporting documents (ID's, Qualifications, and References) must be originally certified by the Namibian Police. Foreign qualifications must be accompanied by NQA evaluation. Failure to complete all items on the application form for employment and not attaching all the required documents will disqualify the application.
