



VACANCY

Applications are hereby invited from Namibian citizens, for appointment in the following vacancy:

BUILDING CONTROL OFFICER **(Paterson C3 Band)**

Remuneration and Benefits: Minimum **(N\$297 078)**

Market related salary package, Medical Aid, Pension Fund, Housing Allowance/Subsidy, Transport allowance, 35 m³ free water per month and 20 statutory annual leave days & 12 gratuity bonus leave days leave per annum.

Main purpose of the job: To oversee that all building regulations and standards are adhered to, assess and provide approval of building plans in the confines of the Swakopmund Municipality. To conduct building inspections in the town according to the set inspection programme and to provide advice on the valuation of properties for the purposes of rates and taxes.

Requirements:

- National Diploma in Building & Construction Management/Civil Engineering **OR** National Vocational Certificate in Civil Engineering and Building Construction (N4)
- Three (3) years working in a building environment and one (1) year in an administrative environment
- Valid Code B driver's licence (*Driving duties form part of the core duties of this position, therefore a drivers capability test will be conducted*)

Key performance areas: Responsible for building plan approval; building construction inspections; law enforcement; administrative duties; final inspection and issuing of compliance certificate and research, monitor and apply new Standard Building Regulations (SBR)

Contact person: Mr J Erkkison (Tel no: 4104224) or Mr A Louw (Tel no: 4104402)

Applicants should complete Council's prescribed application form which can be obtained from our website (<http://www.swakopmun.com>), together with **certified** documentary evidence to show the compliance with the requirements stipulated for the position; the nature, scope and period of previous positions held, and the work experience gained; and all material facts should accompany the application form. Complete application forms should be directed to the Human Capital Manager, P O Box 53, Swakopmund or placed in the **GREEN APPLICATION BOX** on or before **Monday, 04 August 2025 @ 11:00.**

Only shortlisted candidates will be contacted.
PEOPLE LIVING WITH A DISABILITY IS ENCOURAGED TO APPLY
NO E-MAILED APPLICATIONS WILL BE ACCEPTED
THE MUNICIPALITY OF SWAKOPMUND IS AN EQUAL OPPORTUNITY EMPLOYER

Notice Nr: V5/2025

A Benjamin

Chief Executive Officer