MNISTRY OF DEFENCE AND VETERANS AFFAIRS

DEPARTMENT DEFENCE DIRECTORATE: CONSTRUCTION AND MAINTENANCE DIVISION: MAINTENANCE

Post Designation : Control Engineering Technician Grade 6

1xPost : Windhoek

Salary Scale:N\$ 337,984 – N\$ 403,922Housing Allowance:N\$17,424 per annumTransport Allowance:N\$10,512 per annum

Minimum Requirements: An appropriate National Diploma or equivalent qualification on NQF Level 6 plus five (5) years appropriate experience OR Registration as Engineering Technician at the Engineering Council of Namibia plus five (5) years appropriate experience.

Enquiries: Mr Hilukiluah Tel: (061) 204 2351

DIRECTORATE: HUMAN RESOURCES

DIVISION: HUMAN RESOURCE MANAGEMENT

Post Designation: Human Resource Practitioner Grade 8

3xPosts : Windhoek

Salary Scale:N\$ 227, 453 – N\$ 271, 828Housing Allowance:N\$17, 424 per annumTransport Allowance:N\$10,512 per annum

Minimum Requirements: A National Diploma majoring in human resources on NQF Level 6.

Enquiries: Ms N. lingwapha 061-204 2215

DIRECTORATE: FINANCE
DIVISION: PAYROLL ADMINISTRATION
SUBDIVISION: REMUNERATIVE ADMINISTRATIVE

Post Designation: Accountant Grade 8

2xPosts : Windhoek

Salary Scale : N\$ 227, 453 -P- N\$ 271, 828 Housing Allowance : N\$ 17,424 per annum Transport Allowance : N\$ 10,512 per annum

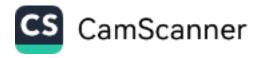
Minimum Requirements: An appropriate Diploma or equivalent qualification (NQF Level 6)

majoing in Accounting.

Post Designation: Administrative Officer Grade 12

2xPosts : Windhoek

PSM CIRCULAR NO.G OF 2024, VANACIES IN THE PUBLIC SERVICE, ADVERTISED 18 AUGUST 2025, CLOSING DATE 12 SEPTEMBER 2025



Salary Scale:N\$ 102, 622 – N\$123, 086Housing Allowance:N\$ 13,944 per annumTransport Allowance:N\$ 10,512 per annum

Minimum requirements: A Grade 12 Certificate (NQF Level 3)

DIVISION: BUDGET CONTROL

SECTION: DSA

Post Designation: Administrative Officer Grade 12

2xPosts : Windhoek

Salary Scale : N\$ 102, 622 – N\$123, 086
Housing Allowance : N\$ 13,944 per annum
Transport Allowance : N\$ 10,512 per annum

Minimum requirements: A Grade 12 Certificate (NQF Level 3)

Enquiries: Mrs M. Maurihungirire / Ms S Kaoas, Tel: 061-2042243 /061-2042128

DIRECTORATE: HUMAN RESOURCES
DIVISION: SUPORT SERVICESAND ADMINISTRATION
SUB-DIVISION: ADMINISTRATION AND GENERAL SERVICES
SECTION: OFFICE SUPPORT SERVICES

Post Designation : Private Secretary Grade 9

1xPost : Windhoek

Salary Scale : N\$ 185, 920 – N\$222, 994 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. **Additional requirements**: Preference will be given to candidates with National Diploma (NQF L6) in the field of Office Administration/ Management.

SECTION MUSEUM

Post Designation: Senior Administrative Officer Grade 10

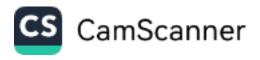
3xPosts : Windhoek

Salary Scale:N\$ 151, 910 – N\$182, 202Housing Allowance:N\$ 13,944 per annumTransport 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:

Preference will be given to candidates with 3 years' experience as Administrative Officer Grade 12. Candidate in Public Service must attach their probation confirmation letter.

PSM CIRCULAR NO.G OF 2024, VANACIES IN THE PUBLIC SERVICE, ADVERTISED 18 AUGUST 2025, CLOSING DATE 12 SEPTEMBER 2025



Applications must be submitted to the following address:

The Executive Director
Ministry of Defence and Veterans Affairs
Private Bag 13307
WINDHOEK

OR HAND DELIVERY TO:

The Division
Human Resource Management
Ministry of Defence and Veterans Affairs, Bastion 2
Corner of Sam Nuyoma Drive and Tall Street, Windhoek

Enquiries: Mrs lingwapha Tel: (061) 204 2215

MINISTRY OF EDUCATION, INNOVATION, YOUTH, SPORTS, ARTS AND CULTURE

PSM CIRCULAR NO.G OF 2024, VANACIES IN THE PUBLIC SERVICE, ADVERTISED 18 AUGUST 2025, CLOSING DATE 12 SEPTEMBER 2025

