

# VACANCY



The Namibian College of Open Learning is an educational institution established by an Act of Parliament which provides courses for adults and out-of-school youth.

We are committed to providing wider access to quality educational services for our learners and other customers using a variety of open learning methods.

**NAMCOL IS AN EQUAL OPPORTUNITY EMPLOYER AND INVITES SUITABLE CANDIDATES TO APPLY FOR THE VACANCY**

|                    |                                                                        |
|--------------------|------------------------------------------------------------------------|
| POSITION:          | PROGRAMME DEVELOPER: TECHNICAL, VOCATIONAL EDUCATION & TRAINING (TVET) |
| DIRECTORATE:       | CURRICULUM & MATERIAL DEVELOPMENT (CMD)                                |
| DUTY STATION:      | WINDHOEK, KATUTURA (HEAD OFFICE)                                       |
| REPORT TO:         | PROGRAMME MANAGER: OPEN SCHOOLING                                      |
| PATERSON JOB GRADE | D2                                                                     |

## JOB PURPOSE:

The Programme Developer is responsible for the development, coordination and revision of Education & Training courseware.

## KEY PERFORMANCE AREAS:

- Recruiting Course Teams;
- Training Course Teams and Tutors;
- Planning the Development/Revision of Courseware;
- Developing/Revising Courseware;
- Administration.

## REQUIREMENTS:

- A recognized National Engineering Diploma (N6) or any other equivalent vocational qualification,
- At least four (4) years of relevant work experience of which two (2) years are in ODL/eLearning;
- A valid Code BE Driver's license in Namibia.

## KNOWLEDGE:

Knowledge of subject specific in the area of Vocational Training, Development of study materials/learning resources & Instructional design, ODL/eLearning, Good interpersonal relations, effective communication skills, conscientious, good organisational skills, creativity, innovativeness, problem-solving and analytical skills.

The document in support of the application should contain the following;

- Certified copies of educational and professional qualifications;
- Names and contact details of three (3) references.

**NB: Foreign qualifications must be certified by NQA**

The College offers attractive remuneration supplemented by fringe benefits. Interested individuals meeting the requirements of this position, particularly persons with disabilities and from marginalised communities are encouraged to apply by submitting a résumé and cover letter highlighting their professional background.

Kindly note only shortlisted candidates will be contacted.

**STRICTLY ONLY APPLICATIONS SUBMITTED THROUGH NIEIS WILL BE CONSIDERED. APPLICATIONS SUBMITTED VIA EMAIL OR HAND DELIVERY WILL NOT BE ACCEPTED.**

Telephone enquiries: (061) 320 5235/5263

Kindly note only shortlisted candidates will be contacted.

The closing date for applications is: **TUESDAY, 09 SEPTEMBER 2025, 16h00**



**NAMCOL**

Visit our website  
[www.namcol.edu.na](http://www.namcol.edu.na)



**TAKING EDUCATION TO THE PEOPLE**