



VACANCY

Health and Safety Officer

About Walvis Bay | WBCT – Walvis Bay Cargo Terminal (Pty) Ltd

Walvis Bay Cargo Terminal is a key logistics and freight-handling facility in Namibia's leading port town of Walvis Bay. Strategically located along the southwestern African coast, WBCT connects the SADC region to international markets via the Atlantic Ocean. We are committed to operational excellence, safety, and sustainability — driving regional trade from the heart of Namibia's port.

Key Responsibilities

As a Health and Safety Officer, your mission will be to promote a safe and healthy working environment through proactive risk management and regulatory compliance. Key areas of responsibility include:

- Identifying hazards, conducting risk assessments, and implementing effective controls
- Developing and enforcing HSE policies and procedures in line with legislation
- Organizing and delivering HSE training, inductions, and toolbox talks
- Investigating incidents, near-misses, and unsafe conditions — recommending corrective actions
- Maintaining accurate safety records, checklists, and safety statistics
- Coordinating emergency preparedness and response plans
- Ensuring the use, issuance, and tracking of PPE and safety gear
- Collaborating with teams and committees to promote safety culture across the organization
- Monitoring HSE KPIs including incident frequency, training completion, and equipment breakdowns
- Auditing contractor safety files and ensuring continuous compliance on site
- Conducting daily inspections and reporting unsafe conditions for immediate action
- Assisting SHERQ and Site Managers with regulatory and company compliance matters

- Driving behavioral safety practices to foster a proactive safety culture
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Minimum Requirements

Education & Certifications:

- Grade 12 (Required)
- SAMTRAC (Required)
- Diploma or Degree in Occupational Health and Safety (Advantageous)
- Risk Assessment, Incident Investigation, First Aid, and Firefighting Certificates

Experience:

- 2 – 3 years' experience in a Health & Safety Officer role
- Proven experience conducting site inspections, investigations, and safety audits

Technical & Personal Skills:

- Strong communication and reporting abilities (written and verbal)
 - Computer literate with attention to detail
 - Systematic, methodical, and assertive
 - Problem-solving and solutions-driven mindset
 - High sense of urgency and ability to perform under pressure
 - Self-motivated team player with a “can-do” attitude
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Additional Requirements

- Clear Criminal Record
 - Physically fit and able to navigate active work zones
 - Valid Code 8 Driver's License
 - Knowledge of health and safety regulations and best practices in warehouse and logistics environments
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Key Performance Indicators

- Reported accident/incident frequency
- Safety training completion rates

- Equipment breakdowns and downtime related to safety issues
 - Staff attendance and overtime tracking
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Collaboration & Reporting Lines

You will report to the SHERQ Manager and work closely with:

- Head of H&S (Africa)
 - Legal & Compliance Team
 - Finance Department
 - Human Capital
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Ready to Apply?

If you're a proactive safety professional who thrives in dynamic environments and is passionate about protecting people and promoting safety excellence — we'd love to hear from you.

Submit your application via www.jobopportunities.net

Include:

- A detailed cover letter
- Your updated CV
- Copies of relevant qualifications

Closing Date Extended: 20 November 2025

For assistance with the portal, contact the Tara Nawa team at +264 (0)64 402403.