



NAMIBIA FISH CONSUMPTION
PROMOTION TRUST

EXTERNAL VACANCY

Namibia Fish Consumption Promotion Trust (NFCPT) is looking for a dynamic leader, team player and self-motivated individual to fill the position of Human Resources Practitioner (OD). The candidate must be self-managed and result-driven, with ability to operate under pressure.

POSITION: **1 x HUMAN RESOURCES PRACTITIONER:
ORGANISATIONAL DEVELOPMENT**

DEPARTMENT: **HUMAN RESOURCES AND ADMINISTRATION**

DUTY STATION: **HEAD OFFICE – WALVIS BAY**

VACANCY DESCRIPTION

Purpose of the job:

To provide effective and efficient organisational development services by supporting the HR Manager in the design, implementation, and monitoring of organisational change initiatives, employee wellness programmes, and people development interventions in line with the organisation's strategic objectives.

Key Performance Areas.

- Support the development and implementation of organisational development strategies aligned with the organisation's strategic and operational goals.
- Coordinate and administer organisational change management and employee engagement surveys, including data collection, analysis, and reporting.
- Facilitate and support the implementation of employee wellness and mental health interventions.
- Implement, monitor, and report on Learning and Development initiatives in accordance with the approved Learning and Development Policy and annual training plans.
- Support the implementation, administration, and continuous improvement of the Performance Management System.
- Assist in the design, review, and management of the organisational structure to ensure efficiency and alignment with business needs.
- Provide administrative and operational support for all organisational development initiatives, including reporting, documentation, and stakeholder coordination.

Qualifications/Experience Required:

- A bachelor's degree at NQF level 7 in Industrial Psychology, Human Resources Management, or any other related field.
- A minimum of three (3) years of working experience in a similar position.
- Computer literacy is mandatory (Ms. Word, Excel & PowerPoint Presentation.)
- Excellent analytical and supervisory skills
- Problem solving skills
- Interpersonal skills
- Good communication skills
- Planning and organizing skills
- Knowledge of VIP system will be an added advantage.
- Must be in possession of the driver's license code B.

Qualified or interested persons should forward their comprehensive applications; detailed CV, cover letter, certified copies of educational qualifications and testimonials to: via <https://www.nfcpt.com.na/>

NO HAND DELIVERED OR E-MAIL APPLICATIONS WILL BE ACCEPTED.

NFCPT is an equal opportunity employer and would like to encourage people with disabilities to apply.

- **Enquiries:** HR Department: Telephone: 064- 278700/17
- **CLOSING DATE:** **05 January 2026**

Note: Only shortlisted candidates will be contacted and no documents will be returned. No emailed, faxed, late and incomplete applications will be accepted. Should you not be contacted within 3 weeks of the closing date, consider your application unsuccessful. Documents not certified by the police/commission of oath will not be considered.