

## //KHARAS REGIONAL COUNCIL

### DIRECTORATE OF EDUCATION, ARTS AND CULTURE

|                            |   |                                                                      |
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| <b>Post Designation</b>    | : | Chief Hostel Matron Grade 12                                         |
| <b>2xPosts</b>             | : | 1xWestdene Hostel (Keetmanshoop)<br>1xAriamsvlei Hostel (Ariamsvlei) |
| <b>Salary Scale</b>        | : | N\$ 113, 141 –N\$ 135, 702                                           |
| <b>Salary notch</b>        | : | N\$ 133,141 per annum                                                |
| <b>Housing Allowance</b>   | : | N\$ 13,944 per annum                                                 |
| <b>Transport Allowance</b> | : | N\$ 10,512 per annum                                                 |

**Minimum Requirements:** A Junior Secondary Certificate with 24 points within seven (7) subjects or equivalent qualification on NQF L2 and a D Symbol in English.

**Supplementary Requirements:** Five (5) years appropriate experience as a Hostel Matron Grade 13 or equivalent.

**Enquiries:** Ms Emily M Likeke/Ms Emilia N Mbalili, Tel: 063-227017/227073

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### DIVISION: PLANNING AND DEVELOPMENT SECTION: BUILDING AND MAINTENANCE

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| <b>Post designation</b>    | : | Senior Works Inspector Grade 8 |
| <b>1xPost</b>              | : | Keetmanshoop Regional Office   |
| <b>Scale of Salary</b>     | : | N\$ 250, 767 x P – N\$299, 691 |
| <b>Salary Notch</b>        | : | N\$ 250, 767 per annum         |
| <b>Housing Allowance</b>   | : | N\$ 17,424 per annum           |
| <b>Transport Allowance</b> | : | N\$ 10,512 per annum           |

**Minimum Requirements:** An appropriate National Diploma or equivalent qualification on NQF Level 6 OR An appropriate N3 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus 4 years appropriate experience OR An appropriate N1 (or equivalent) plus a completed apprenticeship or the passing of a trade test plus 6 years appropriate experience.

#### **Supplementary Requirements:**

Preference will be given to applicants with a valid driver's license.

- Excellent communication and interpersonal skills to be able to interact on all levels and to perform under pressure.
- Computer literacy in Microsoft Word, Excel and Power Point.
- Knowledge of Education Act 2001 (Act no. 16 of 2001).

**Enquiries:** Ms. Anthonia N. Eises / Ms. E.N. Mbalili, Tel: 063 227027/227075

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**DIVISION: INFORMATION, ADULT AND LIFE LONG LEARNING, ARTS, AND CULTURE**  
**SECTION: LIFE LONG LEARNING, YOUTH, SPORTS, ARTS AND CULTURE**

**Post designation** : Education Officer Grade 8 (Aroab CLDC)  
**1xPost** : Aroab  
**Scale of Salary** : N\$ 250, 767 –N\$ 299, 691  
**Salary Notch** : N\$ 250, 767 per annum  
**Housing Allowance** : N\$ 17,424 per annum  
**Transport Allowance** : N\$ 10,512 per annum  
**Remoteness Allowance** : N\$13, 800 per annum

**Minimum Requirements:** An appropriate Degree or equivalent qualification on NQF Level 8

**Supplementary Requirements:**

- A 4-year qualification majoring in Adult Education **Or** Community Development.
- Excellent communication and interpersonal skills to be able to interact on all levels and to perform under pressure.
- Driver's License

**Enquiries:** Ms. Anthonia N. Eises / Ms. E.N. Mbalili, Tel: 063 227027/227075

**Applications must be submitted to:**

**The Regional Director**  
**Directorate of Education, Innovation, Youth, Sports, Arts and Culture**  
**||Kharas Regional Council**  
**Private Bag 2160**  
**Keetmanshoop**

**OR**

**Hand deliver at the Directorate of Education, Innovation, Youth, Sports, Arts and Culture**  
**Wheeler Street, Keetmanshoop: ||Kharas Region.**

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**DIVISION: PROGRAMMES AND QUALITY ASSURANCE**  
**SUB SECTION: HOSTELS ADMINISTRATION**

**Post designation** : Senior Administrative Officer Grade 10  
**1xPost** : Keetmanshoop Regional Officer  
**Scale of Salary** : N\$ 167, 481 – N\$200, 878  
**Salary Notch** : N\$ 167, 481 per annum

PSM CIRCULAR NO. G OF 2026, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 03 SEPTEMBER 2026, CLOSING DATE 02 OCTOBER 2026

**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 plus 1-year appropriate experience OR\_A Senior Secondary Certificate (NQF Level 3) plus 3 years' appropriate experience

**Supplementary Requirements:**

- Candidate must have experience in Hostel Administration and Nutrition.
- Sound knowledge to train staff to prepare food without the loss of nutrients, work hygienically with food and how to use cleaning materials/chemicals.
- Responsible for continuous training of subordinates.
- Act as representative and controlling officer for Namibian School Feeding Programme.
- Must be able to Liaise with the Ministries/Stakeholders.
- A valid driver's license will be an add advantage.

**Enquiries:** Ms. Anthonia N. Eises / Ms. E.N. Mbalili Tel: 063 227027/22707

**Applications must be addressed to:**

**Acting Chief Regional Officer**  
**//Kharas Regional Council**  
**Private Bag 2160**  
**Keetmanshoop**

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