

VACANCIES



JOB POST



Ondangwa

Town Council

ONDANGWA TOWN COUNCIL

B1, Ondangwa Main Road,

Ondangwa

Private Bag 2032,

Ondangwa, Namibia

Tel: +264-65-240101

Fax: +264-65-240453

Email: ceoadmin@ondangwatown.com

GRADUATE INTERNSHIP OPPORTUNITY - NOTICE BOARD ADVERTISEMENT

Ondangwa Town Council as an equal opportunity employer is hereby inviting all prospective Civil Engineering, Infrastructure Management, or Construction Management graduates who are eligible to apply for the internship opportunity.

- 1. Title: Graduate Intern: Infrastructure & Technical Services x 1 (12 months contract)**

Department: Infrastructure, Property, Town Planning and Technical Services

Section: Technical Services

Allowance: N\$ 3500.00 per month

PURPOSE OF THE INTERNSHIP

- Provide support services to the Technical Services manager during daily operations.
- Attend site meetings and take minutes were required.
- Review Engineer specifications and submit to manager for verification.
- Prepare sectional documentation as directed by the manager.
- Assist with supervision of projects and provide progress reports regularly.
- Assist to review and recommend quality control of works.
- Assist with budget control and costs estimation at the section.
- Support all wet services teams daily were necessary.
- Assist to enforce safety at the workplace and at various sites.
- Assist with any administration related work at the section as directed by the manager.

MINIMUM REQUIREMENTS

- Bachelor's degree (3 years) in Civil Engineering, Infrastructure Management or Construction Management,
or
Post graduate diploma in Project Management
- Experience in any of the above fields will be an added advantage

SPECIAL REQUIREMENTS

- Must attach at least a minimum of two most recent academic or work testimonials.

- A Code B Driving License will be an advantage.

The Council offers the following benefits:

- An allowance of N\$ 3500.00 per month

NB:

- Only signed-off written applications accompanied by a comprehensive CV plus originally certified copies of Namibian Identification Document, qualifications and all other relevant documents not older than 3 months will be considered.
- All foreign qualifications must be accompanied by the evaluation report from Namibian Qualification Authority
- Only short-listed candidates will be contacted.
- No fax applications or email will be accepted.
- No documents will be returned to applicants

Enquiries: Mr. Simeon Iifo/ Ms. Anna Namwele

Tel: 065-240101

Fax: 065 -240453

Mailing Address: Chief Executive Officer

Ondangwa Town Council

Private Bag 2032

Ondangwa



Closing Date: Friday, 02 October 2026.