



Vision: To always be the best at what we do!

VACANCY

Position: Graduate Trainee – Payment Solutions Support (2 Positions)

Division: Payment Solutions

Department: Financial Services

Office: Windhoek

Primary purpose of position

NamPost is seeking recent graduates for a structured, one-year development programme that offers an exciting pathway into the fast-evolving world of payments and business intelligence. Through practical rotations across key Payment Solutions portfolios, trainees will gain hands-on experience, shadow Senior Analysts, and receive mentorship while building the technical, analytical, and professional capabilities required to become future payment specialists.

Area of Development

- Shadow Senior Analysts across card products and services to learn transaction processing and dispute management while assisting with daily operational controls and customer support.
- Develop practical knowledge of EFT processing, clearing, and payment rules by actively supporting the team with exception management and reconciliation tasks.
- Learn how core banking systems enable account services and payment processing through hands-on exposure to system controls and daily operational functionality.
- Support the operation of digital payment channels and e-money services by assisting with customer journeys, transaction monitoring, and service performance tracking.
- Build technical capability in business intelligence, data analysis, and process mapping to actively propose and deliver evidence-based workflow optimizations.
- Gain exposure to compliance controls and incident management frameworks to support risk mitigation and help ensure continuous payment system availability.

Educational requirements

Applicants must hold, or be in the final year of completing, a relevant Bachelor's Degree or equivalent qualification (conditional on providing official proof of final-year academic status and passing results), preferably in Informatics, Computer Science,

Data Analytics, Mathematics and Statistics, Banking, or Business Administration, while academic or practical exposure to digital payment platforms, management information systems (MIS), e-money, or financial technology operations will be an added advantage.

Closing Date: 23 October 2026

Candidates who meet the above requirements should register on NamPost's HR Recruitment portal at www.nampost.com.na

Required documents:

- Detailed curriculum vitae
- Cover letter
- Certified copies of relevant qualifications
- Code of conduct

Applicants who do not receive any response within three weeks after the closing date must accept that their applications were not considered favourably.

Note: NamPost is an Equal Opportunity Employer and operates in line with affirmative action guidelines.