



**Vision: A Modern, Vibrant, Customer Centric Company
that delivers value for its stakeholders.**

Vacancy – Analyst: Technology Governance, Risk and Compliance (C3)

Section: Governance, Risk and Compliance

Department: Technology

Office: Windhoek

Primary purpose of position

To support the ICT Governance, Risk & Compliance function by assisting in the execution of ICT GRC processes, assessments, and monitoring activities. The incumbent will help maintain the ICT risk register, support compliance reviews, analyse risk/control data, and assist in producing reports for management. The role contributes to institutionalising governance, risk and compliance practices across NamPost and supports the Team Lead in ensuring alignment with enterprise risk management, ICT security, audit findings and applicable legislation.

Main Responsibilities

1. Coordinate implementation of the ICT Governance Framework
2. Coordinate and Support Compliance Operating Plans
3. Support ICT Risk Management Initiatives
4. Support ICT Audits

Educational and experience requirements

1. Bachelor's degree in information systems, Computer Science, Auditing, Risk Management, or related field.
2. Minimum of 3 years' experience in ICT governance, auditing, risk management, ICT operations, or related.

Skills and Knowledge requirements

1. Strong analytical skills with attention to detail.
2. Understanding of ICT processes, risk, and controls.
3. Knowledge of governance framework (e.g., COBIT, ISO 27001, ITIL)
4. Good communication and report-writing skills.
5. Ability to work collaboratively with different business units.
6. Strong organisational, time-management and problem-solving abilities.
7. Ability to interpret and analyse technical and operational information.

8. Experience with spreadsheets, reporting tools. And/or GRC systems.

Other

A valid Code B driver's license

Closing Date: 16 October 2026

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

Required documents:

- Cover letter
- Certified copies of relevant qualifications
- Detailed Curriculum Vitae
- Certificate of Conduct

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