

MANAGEMENT CADRE
OFFICE OF THE PRESIDENT
DEPARTMENT: GOVERNMENT AIR TRANSPORT SERVICES
DIRECTORATE: FLIGHT OPERATION

Post Designation	:	Director Grade 3
1 x post	:	Windhoek
Salary Scale	:	N\$582,333 – 617,976
Housing Benefits	:	N\$131,280 per annum
Motor Vehicle Allowance		
Capital Costs	:	N\$ 94,178 per annum
Running Costs	:	N\$29,455 per annum
Total Allowance	:	N\$123,633 per annum

Minimum requirements: Airline Transport pilots license plus pilot in -command endorsement .Candidates who has been in the aviation industry for 9 years and holding management position in the aviation industry for six (6) years. An in-depth knowledge of Namibian civil aviation regulatory requirements, ICAO standard and recommended practice and understanding the operation of flight operations and understanding both Safety Management System and Quality management System in the aviation organizational structure.

. Minimum of 3000 hours flying experience

.Minimum of 1500 hours PIC flying experience on multi-engine turbine engine aeroplane.

. Minimum of 200 hours PIC flying experience on jet engine aeroplane.

Supplementary requirements: A Bachelor Degree in Business Administration or Management at NQF Level 7 will be added advantage.

DIRECTORATE: AIRCRAFT MAINTENANCE

Post designation	:	Director Grade 3
1 x post	:	Windhoek
Salary Scale	:	N\$582,333 – 617,976
Housing Benefits	:	N\$131,280 per annum
Motor Vehicle Allowance		
Capital Costs	:	N\$94,178 per annum
Running Costs	:	N\$29,455 per annum
Total Allowance	:	N\$123,633 per annum

Minimum requirements: An Aircraft Maintenance Engineer License endorsed with one or more of the following Categories of Ratings:

Category A and C; or Category B; or Category D; Category W and X rating plus 9 years' experience in aircraft maintenance management. An in – depth knowledge of Namibian Civil Aviation regulatory requirements, ICAO standard and recommended practice and understanding the operation of Approved Maintenance Organisation

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and understanding of both Safety Management System and Quality management system.

Supplementary requirements: A Bachelor Degree in Business administration or management at NQF Level 7 will be an added advantage

DIRECTORATE: AIRCRAFT MAINTENANCE

Post designation	:	Deputy Director Grade 4
1 x post	:	Windhoek
Salary Scale	:	N\$543,055 - N\$570,914
Housing Benefits	:	N\$121,560 per annum
Motor Vehicle Allowance		
Capital Costs	:	N\$83,106 per annum
Running Costs	:	N\$27,811 per annum
Total allowance	:	N\$110,917 per annum

Minimum requirements: Appropriate completed apprenticeship plus an Aircraft Maintenance Engineer License endorsed with one or more of the following categories of Ratings:

Category A and C; or Category B; or Category D; Category W and X rating plus nine (9) years' experience in aircraft maintenance management. An in-depth knowledge of Namibian Civil Aviation regulatory requirements, ICAO standard and recommended practice and understanding the both Safety Management System and Quality management system.

Supplementary requirements: A Bachelor Degree in Business Administration or Management at NQF Level 7 will added as advantage

DEPARTMENT: STATE HOUSE & ADMINISTRATION DIVISION: SECURITY AND RISK MANAGEMENT SERVICE

Post designation	:	Deputy Director Grade 4
1 x post	:	Windhoek
Salary Scale	:	N\$543,055 - N\$570,914
Housing Benefit	:	N\$12,560 per annum
Motor Vehicle Allowance		
Capital Costs	:	N\$83,106 per annum
Running Costs	:	N\$27,811 per annum
Total allowance	:	N\$110,917 per annum

Minimum requirements: A Bachelor Degree in either Security Management **OR** Police Science **OR** Correctional Service **OR** Military Science on NQF Level 7 plus 9 years appropriate experience. Confirmation of probation is subject to the successful completion of the Security Awareness training for Managers by Namibia Central Intelligence Service (NCIS).

Enquiries: Mr. Pollyphius Shakumu Tel 061- 379800 **OR** Ms. Martha Kabozu Tel 061- 2707111

Applications must be addressed to:

**The Executive Director
Office of the President
Private Bag 13339
Windhoek**

For attention: Human Resources Office

OFFICE OF THE PRESIDENT
DIRECTORATE: AIRCRAFT MAINTENANCE
SUBDIVISION: AIRCRAFT ENGINEERING MAINTENANCE

Post designation : Senior Aircraft Maintenance Engineer Grade 7
1x post : Windhoek
Salary Scale : N\$305,684-N\$365,322
Transport Allowance : N\$10,512 per annum
Housing Allowance : N\$17,424 per annum

Minimum requirements: An appropriate completed apprenticeship plus an Aircraft Maintenance Engineer License endorsed with one or more of the following Categories of Ratings:

Category W and X rating in the following-

- AC and DC electrical system;
 - Aircraft instruments;
 - Flight path and air data computation;
 - Auto pilot;
 - Radio communication and navigation;
 - Radar or Pulse FM; and
 - Remote and direct reading compasses
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DIRECTORATE: AIRCRAFT MAINTENANCE
SUBDIVISION: PLANT AND EQUIPMENT

Post designation : Chief Artisan Foreman Grade 7
1 x post : Windhoek
Salary Scale : N\$305,684-N\$365,322
Transport Allowance : N\$10,512 per annum
Housing Allowance : N\$17,424 per annum

Minimum Requirements: Completed apprenticeship and a Trade Diploma in Diesel Mechanic issued in terms of existing legislation plus six (6) years appropriate experience.

Supplementary requirements: The applicants must be in possession of the following:

- Valid Driving Licence Code BE or higher
- Knowledge of Occupational Health and Safety
- Having worked in an environment with hydraulic equipment will be added advantage.

Enquiries: Ms. Bertha Tjiundje Tel 061- 379800 or Ms. Martha Kabozu Tel 061- 2707111

DEPARTMENT: STATE HOUSE & ADMINISTRATION
DIVISION: SECURITY AND RISK MANAGEMENT SERVICE

Post designation : Chief Security Operations Officer Grade 6
1 x post : Windhoek
Salary Scale : N\$372,627-N\$445,325
Transport Allowance : N\$10,512 per annum
Housing Allowance : N\$17,424 per annum

Minimum requirements: A National Diploma on NQF Level 6 in either Security Management, or Police Science or Correctional Service or Military Science.

DIVISION: ADMINISTRATION

Post designation	:	Private Secretary Grade 9
1 x post	:	Windhoek
Salary Scale	:	N\$204,977-N\$245,851
Transport Allowance	:	N\$10,512 per annum
Housing Allowance	:	N\$17,424 per annum

Minimum requirements: National Diploma in Office Administration or Business Administration or equivalent qualification on (NQF Level 6).

Supplementary requirements: Applicants must have three (3) years proven experience in any related administrative secretarial roles.

Enquiries: Ms. Anna Daniel or Ms. Martha Kabozu Tel 061- 2707111

DIVISION: DISABILITY AFFAIRS

Post designation	:	Chief Community Liaison Officer Grade 6
2x posts	:	Windhoek
Salary Scale	:	N\$372,627-445,325
Transport Allowance	:	N\$10,512 per annum
Housing Allowance	:	N\$17,424 per annum

Minimum requirements: An appropriate National Diploma on NQF Level 6 in Development Studies or Community Development or Disability Studies or Social Work or Psychology or Adult Education plus five years appropriate experience, of which three (3) years must be in the disability field or community development.

Post designation	:	Senior Community Liaison Officer Grade 8
3x posts	:	1x Omaheke(Gobabis) 1xOmusati (Outapi) 1xOshikoto (Omuthiya)
Salary Scale	:	N\$250,767-299 691
Transport Allowance	:	N\$10,512 per annum
Housing Allowance	:	N\$17,424 per annum

Minimum requirements: An appropriate National Diploma at NQF L6 in Community Development or Disability Studies or Social Work, Psychology or Adult Education plus three (3) years appropriate experience, of which two (2) years must be in the disability field or community development.

Post designation	:	Community Liaison Officer Grade 9
1x post	:	//Kharas Region
Salary Scale	:	N\$204,977-245,851
Transport Allowance	:	N\$10,512 per annum
Housing Allowance	:	N\$17,424 per annum

Minimum requirements: An appropriate National Diploma on NQF Level 6 in Community development or Disability studies or Social work or Psychology or Adult education.

NB: All successful candidates will be subjected to vetting.

Enquiries: Ms. Mercy Kufuna **OR** Ms. Martha Kabozu Tel 061- 2707111

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