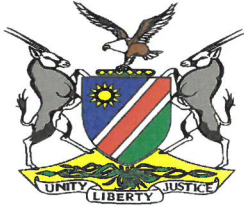


REPUBLIC OF NAMIBIA



KAVANGO WEST REGIONAL COUNCIL

DIRECTORATE: FINANCE AND ADMINISTRATION
DIVISION: ADMINISTRATION
SUBDIVISION: CONSTITUENCY SUPPORT

VACANCIES

THIS OFFICE INVITES QUALIFIED AND DEDICATED APPLICANTS TO APPLY FOR THE FOLLOWING VACANCIES.

1x Post designation : Control Administrative Officer Grade 6
Salary Scale : N\$ 354 883 –424 119
Housing Allowance : N\$ 17 424.00 p.a
Transport Allowance : N\$ 10 512.00 p.a
Remoteness Allowance : N\$ 13 800.00 p.a
Duty Station : Musese constituency

Minimum Requirements: An appropriate National Diploma or equivalent qualification on (NQF Level 6) plus six (6) years appropriate experience.

Additional requirements: Candidates must be computer literate with a valid driver's license.

1x Post designation : Senior Administrative Officer Grade 10
Salary Scale : N\$ 159 505 –191 312
Housing Allowance : N\$ 13 944.00 p.a
Transport Allowance : N\$ 10 512.00 p.a
Duty Station : Nkurenkuru Constituency

Minimum Requirements: An appropriate National Diploma or equivalent qualification (NQF Level 6) plus one (1) year appropriate experience OR a Grade 12 Certificate (NQF level 3) plus three (3) years appropriate experience.

Additional Requirement: Candidates must be computer literate.

NOTES TO CANDIDATES:

- Please send application forms (on forms 156043 and 156094 obtainable at all Government Offices).
- Applicants are reminded to attach curriculum vitae and **certified copies** of Identity documents and educational qualifications.
- Confirmation letter **must be** attached in current post.
- All foreign qualifications must be evaluated (attach NQA evaluation report).

All official correspondences must be addressed to the office of the Acting Chief Regional Officer

NB Complete prescribed application forms in full "Failure to complete all items on the application form for employment and not attaching the necessary documents will disqualify the application". The possibility is not excluded that errors might have been made in compilation of this request for advertising of these vacancies, or that posts has been advertised, which should not have been so advertised. If such errors occurred and later discovered the Council reserves the right not to fill such post.

Closing date: 19 September 2024

PLEASE SEND APPLICATION ON PRESCRIBED FORMS TO:

**THE CHIEF REGIONAL OFFICER
Kavango West Regional Council
Private Bag 6294, Nkurenkuru**



OR

**HAND DELIVER AT: Kavango West Regional Council
HR Division Office No. 6
Nkurenkuru Plaza
Nkurenkuru**

**Enquiries: Mrs. Eveline Nambahu
Mr. Joseph Kandjimi
Tel: 066-264875/6**

All official correspondences must be addressed to the office of the Acting Chief Regional Officer