



REPUBLIC OF NAMIBIA

Omaheke Regional Council

VACANCY

APPLICATIONS ARE HEREBY INVITED FOR THE FOLLOWING VACANCY:

Post designation: Administrative Officer Grade 12
1 x Post: Gobabis
Salary Scale: N\$107 753 - N\$129 240
Housing allowance: N\$ 13 944 p.a
Transport allowance: N\$ 10 512 p.a

Minimum requirements: Grade 12 Certificate (NQF Level 3) 20 points over five (5) subjects with an E-grade in English.

Additional requirements: Computer literacy will be an added advantage.

Notes to applicants:

- Applicants must be Namibian citizens.
- Application for employment form 156043 and Health Questionnaire 156094 obtained at all Government Offices must be used/completed together with a comprehensive Curriculum Vitae and certified copies of educational qualification(s), Identity Document(s), testimonials and any other relevant documents.
- Failure to complete all items or sections of the application form for employment and Health Questionnaire and not attaching the necessary documents will disqualify the application.
- All foreign qualifications must be submitted with an evaluation report of qualifications from Namibia Qualifications Authority (NQA).
- Women and people with disabilities are encouraged to apply.
- Faxed or emailed applications will not be considered.
- Only shortlisted candidates will be contacted and no documents will be returned.

All the applications must be submitted to:

By Post:

OR

Hand delivered to:

The Chief Regional Officer
Omaheke Regional Council
P/Bag 2277,
Gobabis

Omaheke Regional Council
Human Resource Division, 1st Floor
Gobabis

Enquiries: Mr. S.W Imasiku 062 566531 / Mr. M.I Shikongo 062 566558

Advertised: 21 February 2025

Closing date: 25 March 2025

Approved / ~~Not approved~~ / ~~As amended~~

PECKA SEMBA
CHIEF REGIONAL OFFICER



All official correspondence must be addressed to the Chief Regional Officer