



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

Vacancy –Transport Management System Super-user

Section: Courier / Digital Enablement

Department: Mail and Logistics

Office: Windhoek

Primary purpose of position

1. To support transportation and logistics process and work in coordination with other business functions to ensure efficient transportation of goods to customers and support the enablement and execution of the Transportation Management System (TMS)
2. To provide first line support and on the job coaching for all users within the company for their identified system role (s).

Main Responsibilities

1. To Provide Transport Management System Support
2. Maintain System Data & Reporting
3. Provide End User Support

Educational and Experience Requirements

A 3-year Diploma / Degree in information Technology (IT) or related field. Minimum 2 years appropriate experience in an ICT Support / Helpdesk role, (preferably in courier and / or Logistics environment).

Skills and Knowledge Requirements

- TMS knowledge and data analytics skills
- Knowledge of transportation operations, freight tendering, and tracking processes
- Proficient in writing and spoken English.
- Computer Literacy
- Sound Analytical thinking
- Communications skills
- Able to articulate technical or complex issues clearly and succinctly.
- Attentive to details

Other: Minimum of Code B driver's license.

Closing Date: 28 March 2025

Candidates who comply with the above criteria and competency areas should register on our **HR Recruitment Portal** on our website (www.nampost.com.na).

The documents that need to be uploaded Cover letter, certified copies of relevant qualifications together with a detailed curriculum vitae. Applicants who do not receive any response within three (3) 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.