

VACANCY



The Namibian College of Open Learning is an educational institution established by an Act of Parliament which provides courses for adults and out-of-school youth.

We are committed to providing wider access to quality educational services for our learners and other customers using a variety of open learning methods.

NAMCOL IS AN EQUAL OPPORTUNITY EMPLOYER AND INVITES SUITABLE CANDIDATES TO APPLY FOR THE VACANCIES

POSITION:	AREA COORDINATOR: NORTHERN REGION
REGION:	NORTHERN REGION
DUTY STATION:	EENHANA
PATERSON JOB GRADE:	D2
REPORT TO:	REGIONAL MANAGER

JOB PURPOSE:

Planning, coordinating, promoting, evaluating and supervising the implementation of NAMCOL Programmes in a designated area of the region.

KEY PERFORMANCE AREAS:

- Recruitment and Selection of Part-Time Staff
- Training of Part-time Staff
- Monitoring and Evaluation
- General Administration.
- Coordinate Learner Support Services
- Marketing and Information Campaign
- Planning, Budgeting and Reporting

REQUIREMENTS:

- A recognized Bachelors, one year (1) professional qualification in Education
- At least five (5) of experience in Open Distance Learning
AND
- A Code BE Driver's license valid in Namibia.

KNOWLEDGE, SKILLS AND ATTRIBUTES:

- Training in the Field of Education
- Innovative, motivated, ability to work under pressure, ability to work independently and in a team, good interpersonal relations, initiative, critical thinker and good planner.

The document in support of the application should contain the following;

- Certified copies of educational and professional qualifications;
- Names and contact details of three (3) references.

NB: Foreign qualifications must be certified by NQA

The College offers attractive remuneration supplemented by fringe benefits. Interested individuals meeting the requirements of this positions, particularly persons with disabilities and from marginalised communities are encouraged to apply by submitting a résumé and cover letter highlighting their professional background. Persons with disabilities, women and persons from marginalised communities are encouraged to apply.

INTERESTED CANDIDATES SHOULD APPLY BY SCANNING THE BELOW QR CODE

STRICTLY ONLY APPLICATIONS SUBMITTED THROUGH NIEIS WILL BE CONSIDERED. APPLICATIONS SUBMITTED VIA EMAIL OR HAND DELIVERY WILL NOT BE ACCEPTED.

Kindly note only shortlisted candidates will be contacted.

Telephone enquiries: (061) 320 5235/5263/5260

The closing date for applications is: **FRIDAY, 17 APRIL 2026**



NAMCOL

Visit our website

www.namcol.edu.na



TAKING EDUCATION TO THE PEOPLE