

MANAGEMENT CADRE

ERONGO REGIONAL COUNCIL

DIRECTORATE OF EDUCATION, INNOVATION, YOUTH, SPORTS, ARTS, AND CULTURE,

Post Designation	:	Director Grade 3
1xPost	:	Swakopmund Regional Office
Salary Scale	:	N\$554,603– N\$588,548
Capital Cost	:	N\$94,178 per annum
Running Cost	:	N\$29,455 per annum
Housing Benefit	:	N\$131,280 per annum

Minimum Requirements: A B Degree on NQF L7 plus 9 years' appropriate experience.

Supplementary Requirements:

- Preference will be given to holders with a Master's Degree in Education **OR** Finance **OR** Administration **OR** Public Management.
- Four (4) years' experience in Middle Management level (Deputy Director or Similar) **OR** higher level of which four (4) years must be managerial experience within a Public Entity.
- Must have planning and analytical skills and passion for education and be able to adapt to challenges in the Region.
- The post requires a high level of management in strategic planning, education planning and management, budget planning analysis (public finance management), procurement management and Public Service Performance Management System implementation.
- Must be computer literate and should possess a valid driver's license.

The ideal candidate would be one with the following virtues: Embracing Regional and National Education Vision and Mission; cultivating a community of unity and good communication. Being open, adaptive to change and willing to embrace unity; IT competent and able to lead teams. Demonstrating honesty and integrity and should be able to instil corporate strategy development and implementation. Leading by example; Being persuasive; self-motivated and a self-starter; a culture that ensures that all teaching and non-teaching personnel including learners, are collaborating towards a common goal while improving standards and opportunities in the Region. In depth knowledge of Arts and Culture programs will serve as an advantage.

Application Procedures:

- All foreign qualifications must be accompanied by an evaluation report from the Namibia Qualifications Authority (NQA).
- Failure to complete **all items** on the application form for employment (**indicate not applicable where appropriate**) and not attaching the necessary/required documents will **disqualify** the application.
- **Please note that only documents certified by the Namibian Police will be accepted.**

- Please note that only shortlisted candidates will be contacted and no application forms for employment, CVs and other supporting documents shall be returned to the applicants.

Application for employment form 156043 and Health Questionnaire 156094 with **original certified** copies of qualification (s) and **academic records/transcript of qualification(s)**, Identity Document, testimonials (*promotional posts*), confirmation of probation and CV should be addressed to:

**Chief Regional Council
Erongo Regional Council
Directorate of Education, Innovation, Youth, Arts and Culture
Subdivision: Human Resources Administration
Private Bag 5024
Swakopmund**

Or

Hand delivery at:

**Erongo Regional Council
461 Tobias Hainyeko
Swakopmund**

Enquiries: Ms Elizabeth Shikongo/ Mr Rehabeam Halwoodi, Tel: 064 4105149 / 064 4105148

ERONGO REGIONAL COUNCIL

DIRECTORATE: GENDER EQUALITY AND WOMEN EMPOWERMENT

DIVISION: ERONGO REGION

SUBDIVISION: CHILD CARE AND PROTECTION

Post Designation	:	Social Worker Grade 8
1xPost	:	Uis
Scale of Salary	:	N\$ 238, 825 –N\$ 285, 420
House Allowance	:	N\$ 17, 424 per annum
Transport	:	N\$ 10, 512 per annum

Minimum requirements: Registration as a Social Worker with Social Work and Psychology Council of Namibia.

Supplementary requirement: Candidate must have a valid Code B Driver License

NOTES TO CANDIDATES:

- Candidates with foreign qualifications must attach proof of evaluation of such qualifications from the Namibia Qualifications Authority (NQA).
- Failure to complete all items or sections of the application form for employment and not attaching the necessary documents will disqualify the application.
- Women and people with disabilities who meet the advertised requirements are encouraged to apply. Applicants who are already in the public service must attach proof of confirmation of probation to their application forms.
- Faxed and emailed applications will not be considered. Only shortlisted candidates will be contacted and no documents will be returned.
- The prescribed Application form latest revised (form 156043 obtainable at all Government Offices) must be used/completed fully and together with a comprehensive Curriculum Vitae and originally certified copies of educational qualifications and identity document(s) must be submitted to:

**The Chief Regional Officer
Erongo Regional Council
Human Resource Division
Private Bag 5019
Swakopmund**

Enquiries: Mr. Jackson Amasiku, Tell: 064 4105700, Ms Albertyne. Kauluma Tell: 0644105700