



VACANCY ASSISTANT MANAGER

We are looking for ASSISTANT MANAGER to join our tribe!

This position will be responsible for the general day-to-day management, running and upkeep of one of our properties, in the Damaraland area.

Responsibilities include but are not limited to:

- Responsible for planning and arranging of Camp Magicians and Assistants.
- Responsible for planning and implementation of work plans and staff schedule.
- Ensure the Camp is in excellent condition when guests arrive.
- Welcoming and hosting guests throughout their stay.
- Plan and execute any activities, events or guest delights as required.
- Complete weekly stock counts and all orders for all departments checked and placed in time for procurement.
- Ensure all stock issued and billed accordingly on the provided Point of Sale system.
- Ensure the working environment is healthy and positive and any problems are sorted out as soon and as quickly as possible

Requirements:

- Must be a Namibian citizen
- Valid driver's license (PDP required).
- At least 2 years proven management experience at remote luxury lodge.
- Excellent spoken and written English.
- Strong ethics, reliability and attention to detail.
- Position requires long and flexible working hours

Packages:

- Market related salaries which include:
 - Pension contributions
 - Medical Aid contributions
 - Long Service Awards (14th Cheques)
 - Performance based annual bonus (13th Cheques)
- Accommodation & meals are included for this position

Please send your CV, with an application letter and contactable references and supporting documents to hr@ultimate.earth

Closing date: Tuesday, 30 June 2026