



OKAHAO TOWN COUNCIL

EXTERNAL VACANCY

DEPARTMENT: LOCAL ECONOMIC DEVELOPMENT AND TOURISM

Division: Local Economic Development and Tourism
1 x post: Marketing Officer (C4)

Main Purpose of the job

To market Okahao Town as a business, residential, investment and tourism centre for local economic growth, to conduct marketing research and use its findings and new ideas for continuous business growth, expansion of the town and promotion of the Council's image, to assist in the publications and dissemination of information for marketing and awareness raising as well as keeping the public informed on Council activities and programs.

Key Performance Areas

- Implementing Comprehensive Marketing Strategy.
- Market Okahao Town as an investment and tourism centre.
- Assist with the Writing, Production/acquisition, and maintenance of corporate productions/materials.
- Promote positive image of the Council through marketing, promotional packages, and product development.
- Administrative duties

Minimum Requirements:

- Grade 12 or equivalent,
- B. Degree in Marketing/ Economics/ Tourism Studies
- Three (3) years of relevant working experience.
- Code B Driver's licence
- Must be a Namibian Citizen

Competencies

- Excellent verbal and written communication skills.
- Strong interpersonal and stakeholder engagement skills.
- Sound knowledge of marketing, branding, and public relations principles.
- Creative thinking and innovation in developing marketing and promotional initiatives.
- Proficiency in digital marketing, social media management, and Microsoft Office applications.
- Strong research, analytical, problem-solving, and report-writing skills

The Council offers the following Remuneration and benefits for the position:

Salary Notch:	N\$ 235 692.00 per annum
Housing Allowance:	N\$ 47 138.40 per annum (20% of annual salary) or
Housing Subsidy:	N\$ 94 276.80 per annum (40% of annual salary, payable only upon submission of bond registration certificate)
Transport allowance:	N\$ 10 512.00 per annum
13th cheque:	N\$ 19 641.00 per annum
Medical Aid:	90 % Council Contributions
Pension:	21.7 % Council Contributions

Interested applicants should submit their applications on the prescribed application form of employment of Okahao Town Council, accessible from Council website (www.okahaotc.com.na) or from HR Division on request from a.shikongo@okahaotc.com.na or info@okahaotc.com.na. The applications should be accompanied by a comprehensive CV, original certified copies of supporting documents, ID and relevant educational qualifications. The application form must be fully completed and signed by the applicant in his/her own handwriting. Failure to complete all items on the prescribed Council application form and not attaching the necessary documents will disqualify the application.

Applications should be addressed to:

**The Chief Executive Officer
Okahao Town Council
PO Box 699, Okahao,
OR Hand delivery to Okahao Town Council offices, Erf 895, King Jafet Munkundi Steet**

INQUIRIES: Ms. AN Shikongo at 065 252204/5

All foreign qualifications should be accompanied by certified copies of NQA evaluation certificate. People from designated groups in terms of the Affirmative Action Act are encouraged to apply. Only shortlisted candidates will be contacted, no fax or e-mail applications will be accepted, and no documentation will be returned.

DATE OF ADVERTISEMENT: MONDAY, 20 JULY 2026

CLOSING DATE: MONDAY, 17 AUGUST 2026 at 17H00