

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

DIRECTORATE YOUTH DEVELOPMENT DIVISION: RESOURCE COORDINATION AND PROGRAMMES SUBDIVISION: PROGRAMMES

Post Designation	:	Chief Youth Officer Grade 6
1x Post	:	Windhoek
Salary Scale	:	N\$ 354, 883 – N\$ 424, 119
Transport Allowance	:	N\$ 10, 512 per annum
Housing Allowance	:	N\$ 17, 424 per annum

Appointment Requirements: A National Diploma or equivalent qualification on NQF Level 6 in of the following disciplines: Youth and community Development **or** Social Work **or** Adult Education or any community/Youth related qualifications plus six (6) years of proven experience **in** youth or community related programmes or project management.

Supplementary Requirements: The candidate must have worked at least four (4) years must be at the level of Senior Youth Officer or Senior Community Liaison Officer (Grade 8) or an equivalent level if coming from outside the Public Service. The candidate must have a valid driver's licence. Preference will be given to candidates with a Bachelor Degree on or equivalent qualification on NQF Level 7 in the above mentioned disciplines.

DIVISION: RESOURCE COORDINATION AND PROGRAMMES SUBDIVISION: HOSTELS AND CENTRES SECTION: MULTI-PURPOSE YOUTH RESOURCE CENTRE AND OFFICES

Post Designation	:	Youth Officer Grade 9
1x Post	:	Khorixas (Kunene Region)
Salary Scale	:	N\$ 195, 216 – N\$ 234, 144
Transport Allowance	:	N\$ 10, 512 per annum
Housing Allowance	:	N\$ 17, 424 per annum

Appointment Requirements: A National Diploma or equivalent qualification on NQF Level 6 in youth and community development or adult education.

Supplementary Requirements: Preference will be given to candidates with a Bachelor Degree or equivalent qualification on NQF Level 7 in the above fields plus a valid driver's licence.

Enquiries: Mr. Nicolars Tembwe, **Tel:** 0811 261600/Ms. Frieda N. Nampweya **Tel:** 061 293 6203

**DIRECTORATE SPORT DEVELOPMENT
SUBDIVISION: CENTRAL EAST/SOUTH
SECTION: WINDHOEK, GOBABIS AND LUDERITZ**

Post Designation	:	Sport Officer Grade 9
2x Posts	:	1 x Gobabis (Omaheke Region)
	:	1 x Luderitz (//Kharas Region)
Salary Scale	:	N\$ 195, 216 – N\$ 234, 144
Housing Allowance	:	N\$ 13, 944 per annum
Transport Allowance	:	N\$ 10, 512 per annum

Minimum Requirements: A National Diploma in Sport Management on NQF Level 6 or equivalent qualification.

Supplementary Requirements: Preference will be given to candidates in possession of a Bachelor Degree in Sport Management on NQF Level 7 or equivalent qualification plus a valid driver's licence.

Enquiries: Ms. Frieda N. Nampweya **Tel:** 061 293 6203/ Ms. Johanna N. Manuel, **Tel:** 0811 498885

**DEPARTMENT FINANCE AND ADMINISTRATION
DIVISION: HUMAN RESOURCE ADMINISTRATION
SUBDIVISION: HUMAN RESOURCES (YOUTH, SPORTS AND NATIONAL SERVICE)
SECTION: PERSONNEL ADMINISTRATION**

Post Designation	:	Human Resource Practitioner Grade 8
1x Post	:	Windhoek
Salary Scale	:	N\$ 238,825 – N\$ 285,420
Housing Allowance	:	N\$ 17,424 per annum
Transport Allowance	:	N\$ 10,512 per annum

Appointment Requirements: A National Diploma majoring in Human Resources on NQF Level 6.

Supplementary Requirements: Bachelor Degree majoring in Human Resources or equivalent qualification on NQF Level 7 in human resources will be an added advantage. Candidate must have undergone and successfully completed a 6 month internship program.

**DEPARTMENT FINANCE AND ADMINISTRATION
DIVISION: HUMAN RESOURCE ADMINISTRATION
SUBDIVISION: HUMAN RESOURCES (YOUTH, SPORTS AND NATIONAL SERVICE)
SECTION: INDUSTRIAL RELATIONS AND STATISTICS**

PSM CIRCULAR NO. E OF 2026, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED ON 04 AUGUST 2026, CLOSING DATE 02 SEPTEMBER 2026

Post Designation	:	Human Resource Practitioner Grade 8
1x Post	:	Windhoek
Salary Scale	:	N\$ 238,825 – N\$ 285,420
Housing Allowance	:	N\$ 17,424 per annum
Transport Allowance	:	N\$ 10,512 per annum

Appointment Requirements: A National Diploma majoring in Human Resources on NQF Level 6.

Supplementary Requirements: Bachelor Degree majoring in Human Resources on NQF Level 7 will be an added advantage. Candidate must have undergone and successfully completed a 6-month internship program in human resources or equivalent exposure.

DIVISION: GENERAL SERVICES
SUBDIVISION: MINISTERIAL SUPPORT
SECTION: PROCUREMENT

Post Designation	:	Senior Administrative Officer Grade 10
1x Post	:	Windhoek
Salary Scale	:	N\$ 159, 505 – N\$ 191, 312
Transport Allowance	:	N\$ 10, 512 per annum
Housing Allowance	:	N\$ 17, 424 per annum

Appointment Requirements: A National Diploma or equivalent qualification on NQF Level 6 plus 1 year appropriate experience **OR** a Senior Secondary Certificate on NQF Level 3 plus 3 years appropriate experience.

Supplementary Requirements: A National Diploma or equivalent qualification on NQF Level 6 in one of the following disciplines: Logistics and Supply Chain Management or Public Management or Business Administration or Management plus three (3) years' experience in Procurement Management of which two (2) years should be at a level of Administrative Officer Grade 12 in the Public Service or equivalent if coming from outside the Public Service.

Enquiries: Ms FN Nampweya 061 293 6203, Cell phone: or Mr TMM Haiduwa, Cell phone: 0811463423

A detailed job description can be obtained from the Human Resources Office upon request.

Applications must be addressed to:

The Executive Director

PSM CIRCULAR NO. E OF 2026, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED ON 04 AUGUST 2026, CLOSING DATE 02 SEPTEMBER 2026

Sports, Youth and National Service
Ministry of Education, Innovation, Youth, Sports, Arts and Culture
Private Bag 13186
Windhoek
Or
Hand Delivery
Human Resource Office
Ministry of Education, Innovation, Youth, Sports, Arts and Culture,
Government Offices Park, 2nd Floor West wing, Room 201
Windhoek

DEPARTMENT: FORMAL EDUCATION
DIRECTORATE: NATIONAL INSTITUTE FOR EDUCATIONAL DEVELOPMENT
DIVISION: CURRICULUM RESEARCH AND DEVELOPMENT
SUB-DIVISION: NATURAL SCIENCE AND MATHEMATICS

Post Designation : Chief Education Officer Grade 5 (**Natural Science & Mathematics**)
1 x Post : Okahandja (NIED)
Salary Scale : N\$ 454,232 – N\$ 543,055
Housing Allowance : N\$ 17, 424 per annum
Transport Allowance : N\$ 10, 512 per annum

Minimum Requirements: An appropriate Degree or equivalent qualification on NQF L7 or NQF L8 plus 8 year's appropriate experience.

Supplementary Selection Requirements:

- 3 years' experience as a Senior Education Officer (SEO) or Head of Department (HOD) in the field of Science and Mathematics (**Proof should be attached**);
- A minimum of 3 years' involvement in teaching NSSCAS Chemistry and Physics, Mathematics (**Proof must be attached**);
- 3 years' experience in curriculum development or as a curriculum panel member at NIED and/or continuous Professional Development (CPD) of Physics and Chemistry, Mathematics (**Proof must be attached**).

Enquiries: Ms. F N. Iipumbu Tel: **(062-509020)** OR Dr. P. Simalumba Tel: **(062-509000)**

DEPARTMENT: FINANCE AND ADMINISTRATION
DIRECTORATE: GENERAL SERVICES
DIVISION: INFORMATION TECHNOLOGY
SUBDIVISION: TRAINING AND SUPPORT SERVICES

Post Designation : Chief Administrative Officer Grade 8
1 x Post : Windhoek (HQ)
Salary Scale : N\$ 250,767 - N\$ 299,691

PSM CIRCULAR NO. E OF 2026, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED ON 04 AUGUST 2026, CLOSING DATE 02 SEPTEMBER 2026

Housing Allowance : N\$ 17, 424 per annum
Transport Allowance : N\$ 10, 512 per annum

Minimum Requirements: A National Diploma or equivalent qualification (NQF L6) plus 4 years appropriate experience.

Supplementary Requirements: Teaching background, advanced level of computer literacy and proof thereof (certification).

Enquiries: Mrs.Grace Kashima **Tel: (061-2933152)**

SUBDIVISION: SUPPORT AND SERVICE DESK

Post Designation : Computer Technician Grade 11
1 x Post : Windhoek
Salary Scale : N\$ 157,632 - N\$ 177,946 (P)
Housing Allowance : N\$ 13, 944 per annum
Transport Allowance : N\$ 10, 512 per annum

Minimum Requirements: A National Diploma or equivalent qualification in Information Technology on NQF Level 6.

Supplementary Requirements: Candidates with Diploma or Degree in Information Technology will receive preference. ICDL 7 Modules.

Enquiries: Mrs.Grace Kashima **Tel: (061-2933152)**

SUBDIVISION: SYSTEMS ADMINISTRATION AND ITC INFRASTRUCTURE
SECTION: TECHNICAL SUPPORT SERVICES

Post Designation : Computer Technician Grade 11
1 x Post : Windhoek
Salary Scale : N\$ 157,632 - N\$ 177,946 (P)
Housing Allowance : N\$ 13, 944 per annum
Transport Allowance : N\$ 10, 512 per annum

Minimum Requirements: A National Diploma or equivalent qualification in Information Technology on NQF Level 6.

Supplementary Requirements: Candidates with Diploma or Degree in Information Technology will receive preference. ICDL 7 Modules.

Enquiries: Mrs.Grace Kashima **Tel: (061-2933152)**

Applications should be addressed to:

PSM CIRCULAR NO. E OF 2026, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED ON 04 AUGUST 2026, CLOSING DATE 02 SEPTEMBER 2026

Ministry of Education, Innovation, Youth, Sports, Arts & Culture
Human Resource Office
Private Bag 13186
Windhoek

Or hand deliver to:

Ministry of Education, Innovation, Youth, Sports, Arts & Culture
Government Office Park, Luther Street
Human Resource Office, 2nd Floor
East Wing, Room No. 275
