



EXTERNAL VACANCIES

**RE-ADVERTISEMENT
SIX (6) MONTHS JOB ATTACHMENT**
Business Unit: Supply Business
Duty Station: Walvis Bay x1, Swakopmund x1
Henties Bay x1, Omaruru x1
Field of Study: Electrical

SIX (6) MONTHS JOB INTERNSHIP
Business Unit: Office of the CEO
Duty Station: Walvis Bay x4
Field of Study: ICT

Erongo Regional Electricity Distributor Company (Pty) Ltd, commonly known as Erongo RED is mandated to distribute and supply electricity in the Erongo Region. We are proud to announce that Erongo RED is an equal opportunity employer. Qualified applicants from the designated groups defined in the Affirmative Action (Employment) Act, Act No. 29 of 1998 are encouraged to apply. Preference will be given to women and persons with disability.

QUALIFICATIONS REQUIRED:

- Level 3 Vocational Training in Electrical with a valid attachment letter from the Institution or Vocational Training Centre
- A minimum of 60% average required (academic transcript/progress report to be submitted)

KEY PERFORMANCE AREAS:

- Assist with the installation of meters and associated components.
- Assist with planned and unplanned maintenance inspections, cleaning as well as doing repair sin accordance to the available maintenance policy, procedures or control standards.
- Assist with planning & organising of daily work tasks to ensure that procedures and the targets are met.
- Assist with the execution of the planned work and organising of the required resources (personnel & material).
- Assist in fault-finding and testing of damaged meter equipment.
- Assist in capturing relevant metering installation information for necessary use on the available systems.
- Assist with ad hoc tasks as it may be required by the supervisor.
- Assist in promoting and maintaining compliance to the Company's SHE policies.
- Work well under pressure and able to work in a team
- Be punctual and willing to do other duties as prescribed from time to time

SPECIAL WORKING CONDITIONS:

- Irregular working hours to attend to emergency repair work
- Standby shift duties

CLOSING DATE: FRIDAY, 18 SEPTEMBER 2026

QUALIFICATIONS REQUIRED:

- Graduates holding a Bachelor's Degree in Information Communication Technology (ICT) or related.

KEY PERFORMANCE AREAS:

- Basic knowledge of computer hardware and software troubleshooting, including diagnosing and resolving common user issues
- Familiarity with Microsoft Windows operating systems, Microsoft 365 suite and other standard business applications
- Basic understanding of networking concepts, including Wi-Fi, Local Area Networks (LAN), Virtual Private Networks (VPN), and peripheral connectivity (e.g., printers)
- Exposure to or familiarity with IT service management tools and help desk/ticketing systems for logging and managing support requests
- Ability to perform routine user account tasks such as password resets, account creation, and access management in line with organisational procedures
- Understanding of asset tagging practices and inventory management processes within an IT environment
- Basic knowledge of IT hardware specifications, including serial numbers, device models, and asset naming conventions
- Proficiency in using Microsoft Excel or similar tools to accurately capture, manage, and report IT asset or support data
- General understanding of organisational IT environments, including infrastructure layout and the role of different IT components

CLOSING DATE : FRIDAY, 18 SEPTEMBER 2026

Applicants who comply with the above-mentioned requirements may submit their CV's plus certified copies of educational qualifications to: **Ms Hileni Elungu or Ms Jenny Hoebes: Human Capital and Corporate Services Division, P.O. Box 2925, Walvis Bay, Contact Details: 064-201 9041/50 or hand deliver at Erongo RED Head Office, 91 Hage Geingob Street, Walvis Bay.** Please note that no documents will be returned and no faxed or e-mailed applications will be accepted. Only short listed candidates will be contacted for interviews.