

EXTERNAL VACANCY



NAMPORT is a leading strategic and dynamic institution facilitating trade for national development. We are unique in our trade and operate in a highly competitive global sphere. Opportunities are available for creative and high potential individuals who have the zeal to learn, grow and contribute in a high-performing environment. As a reputable Employer of choice, we offer competitive rewards and prospects in return.

Our vision is to be Africa's leading maritime logistics hub. If you resonate with our vision and have the right attitude; we encourage you to apply for the following specialist position:

POSITION: ADMINISTRATOR: ICT SAP BASIS
DEPARTMENT: INFORMATION & COMMUNICATION TECHNOLOGY
LOCATION: PORT OF WALVIS BAY

PURPOSE OF THE JOB:

The Administrator: ICT SAP Basis is responsible for the administration, monitoring, maintenance, optimisation and support of Namport's SAP technical landscape and associated infrastructure. The role ensures the availability, stability, security and performance of SAP environments through effective SAP Basis administration, system monitoring, upgrades, patching, backup and recovery activities. The incumbent provides specialist technical support for SAP platforms and works closely with the Specialist: ICT Business Support Systems, ICT teams, business users and service providers to sustain reliable SAP operations that support critical business processes and organisational objectives. It reports directly to the Specialist: ICT Business Support Systems.

KEY PERFORMANCE AREAS:

- Support the implementation of ICT and SAP technology strategies, standards, policies, procedures and governance requirements.
- Provide technical input into SAP infrastructure improvement initiatives, upgrades, migrations, transformation projects and system roadmaps.
- Administer SAP landscapes, including SAP installations, system copies, refreshes, client administration, configuration and technical support.
- Manage SAP Transport Management System activities across development, quality assurance and production environments.
- Monitor SAP application servers, databases, interfaces, background jobs, logs, alerts and system health to ensure performance and availability.
- Investigate and resolve SAP Basis incidents and technical problems, including root-cause analysis and escalation through established support channels.
- Administer SAP users, roles and authorisations while supporting segregation-of-duties, security compliance and approved technical access standards.
- Execute SAP backup, recovery, disaster recovery, patching, vulnerability remediation and recovery testing activities.
- Maintain SAP technical documentation, configuration records, operational procedures, disaster recovery documentation and performance reports.
- Support SAP projects by preparing technical environments, participating in testing and cutover activities, providing progress updates and identifying technical risks.
- Provide technical input into SAP infrastructure budgeting, procurement specifications, asset administration, licence utilisation and cost-effective resource optimisation.
- Collaborate with internal ICT teams, business users, SAP support partners and infrastructure service providers to sustain reliable SAP operations.

QUALIFICATIONS, EXPERIENCE AND SKILLS:

- A Degree at [NQF Level 7] in Information Communication Technology, Computer Science or an equivalent qualification. An Honours Degree [NQF Level 8] in Information Communication Technology, Computer Science or an equivalent qualification is an added advantage.
- A minimum of five years' relevant technical experience in SAP Basis Administration.
- Experience administering and supporting Windows Server, Linux environments, including SUSE Linux Enterprise Server for SAP applications, and virtualisation platforms such as VMware and Hyper-V.
- Proven technical and professional expertise and experience in SAP Basis Administration, SAP S/4HANA Administration, SAP Transport Management, SAP Security Administration and SAP Performance Optimisation.
- Experience in SAP installations, upgrades, patch management, performance tuning, high-availability configurations, transport management, system monitoring, backup and recovery, user administration and SAP security.
- Good understanding of network protocols, hardware, software infrastructure, database administration, SAP Solution Manager and SAP Cloud ALM.
- Valid Code BE driver's licence.
- Certification in the following specialisations are an added advantage:
 - SAP Certified Technology Associate – SAP Basis Administration
 - ITIL Foundation Certification.
 - VMware Certified Professional certification.
 - Linux or Unix certification.
 - Server products and project management.
- Attention to detail, sound judgement, problem-solving and decision-making skills.
- Strong written and verbal communication, stakeholder collaboration, interpersonal and relationship management skills.
- High levels of personal credibility, ethics, perseverance, operational discipline and excellence.

WINDOW OF OPPORTUNITY: MONDAY, 21 SEPTEMBER 2026

Namport is an equal opportunity employer and is committed to providing world-class port services to all local, regional and international seaborne traders, through excellent customer service, sustainable growth, development and social responsibility. **Women and persons with disabilities are encouraged to apply.**

Interested candidates are encouraged to apply by submitting their applications electronically via **www.namport.com.na/careers/** or access the Namibia Integrated Employment Information System (NIEIS) through the following link: **<https://nieis.namibiaatwork.gov.na/>**.

All foreign qualifications should be evaluated by NQA.

Only shortlisted candidates will be contacted. No hand delivered, emailed or faxed applications will be considered

Africa's Leading maritime logistics hub



Scan to visit our website and apply via the Careers Portal.

All enquiries should be directed to the
Human Capital Business Partner
Tel: 064 208 2239 / 2276

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