

MANAGEMENT CADRE

KAVANGO EAST REGIONAL COUNCIL DIRECTORATE: PLANNING AND DEVELOPMENT SERVICES DIVISION: TECHNICAL SERVICES

Post Designation	:	Deputy Director Grade 4 (Re-advertisement)
1x Post	:	Windhoek
Salary Scale	:	N\$492,567- N\$517, 836
Housing Benefit	:	N\$68,188 per annum
Motor Vehicle Allowance	:	N\$102,701 (Capital and Running costs) per annum

Minimum Requirements: An appropriate B. Degree at NQF Level 7 in Civil Engineering or related fields of study plus approximate three (3) years appropriate experience plus Registration as a Professional Engineer with the Engineering Council of Namibia. Preference to be given to Namibians.

Main Duties:

- The Deputy Director will be responsible for overseeing technical and maintenance policy implementation in the region and for ensuring work is completed within the required standard of quality, cost and time.
- Establishing regional technical policies, standards and guidelines for the provision of new infrastructure and maintenance of existing structures. These should be in line with national policies, standards and guidelines.
- Executing, facilitating and guiding development planning, design, contract administration and inspection services for new infrastructure in the region.
- Executing, facilitating and guiding development planning, design, contract administration and inspection services for maintaining and executing minor renovations to existing infrastructure in the region.
- Providing, coordinating and advising on engineering inputs needed for the planning and design of the technical infrastructure.
- Facilitating the receipt of the functions/activities identified for decentralisation to the subdivision from sector ministries/offices/departments in accordance with the agreed upon time frame.
- Recommend applications for rezoning for submission to the Ministry of Urban and Rural Development.
- Oversee the compilation of town planning and amendment schemes in the region.
- Monitor and guide inspections of infrastructures repaired, rehabilitated or constructed.
- Monitor and conformance of town planning scheme regulations and tile conditions.
- Monitor and guide improvements to construction, maintenance and minor renovations to infrastructure within tender guidelines.
- Oversee provision of maintenance services to all Government movable and immovable assets.
- Oversee that that assistance and advice is provided to local authorities with township establishment and determination of title conditions.
- Prepare, recommend, control and account for all technical projects of the Kavango East Regional Council.
- Verify payment certificates in respect of actual performance, output of goods procured or services rendered against the claims and budget.
- Prepare, recommend, control and account for all technical projects of the Regional Council.
- Carry out any other duties as may be lawfully assigned by the Director of Development Planning, Monitoring and Evaluation and the Chief Regional Officer.

To Candidates:

PSM CIRCULAR NO. J OF 2023, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 23 NOVEMBER 2023, CLOSING DATE 22 DECEMBER 2023

- Applications must be accompanied by a comprehensive curriculum vita, testimonials and certified copies of educational qualifications, academic records/transcript.
- All Public Servant applicants should send their applications through their O/M/A Human Resource offices and confirmation letters must be attached.
- All foreign qualifications must be evaluated and certify letter(s) from Namibia Qualification Authority (NQA) to be attached.
- Complete a latest revised application for of employment in full. Any parts of the application form that do not apply to you please indicate as such by writing N/A.

NB: Women and person with disabilities who meet appointment requirements are encouraged to apply.

Failure to complete all items on the application form for employment (latest revised) and not attaching the necessary documents will disqualify the application. Only shortlisted candidates will be considered and no personal documents will be returned.

Faxed applications and applications received after the closing date will not be considered.

The possibility is not excluded that errors might have been made in compilation of the request for advertising of this vacancy, or that a post has been advertised, which should not have been so advertised. If such errors occurred and later discovered, the **Council reserves the right not to fill such post.**

Application must be submitted to:

**The Chief Regional Officer
Kavango East Regional Council
Private Bag 2124
Rundu**

Hand delivery to:

**Human Resource Office No. 15
Kavango East Regional Council
Maria Mwengere Street
Rundu**

Enquiries: Mr. Augustinus H. Hausiku Tel: 066-266000 or Ms. Anna – Rosa Muyeu Tel: 066-266000
