

OSHANA REGIONAL COUNCIL

DIRECTORATE OF EDUCATION, ARTS AND CULTURE DIVISION: GENERAL SERVICE

Post Designation	:	Chief Administrative Officer Grade 8
1x Post	:	Oshakati
Salary Scale	:	N\$227,453 – N\$271,828
Housing Allowance	:	N\$14,520 per annum
Transport Allowance	:	N\$8,760 per annum

Appointment Requirements: A National Diploma or equivalent qualification (NQF Level 6) plus appropriate experience.

Supplementary Requirements:

- Preference will be given to candidates with a National Diploma at NQF Level 6 or higher qualification in either of the following: Logistics and Supply Chain Management / Public Management / Business Administration / Commerce / Procurement Management.
- Candidate must have **five (5)** years appropriate experience of which three (3) years should be at supervisory level of Senior Administrative Officer Grade 10 in government or equivalent level of experience in Public Enterprise/ Private sector.
- Candidate must be computer literate

Enquiries: Klaudia T. Shindondola/ Kaarina L Iiyenda **Tel** 065-229800

DIRECTORATE OF EDUCATION, ARTS AND CULTURE OSHAKATI CIRCUIT

Post Designation	:	Head of Department Grade 6 Languages: (English and Oshindonga Grade 8-9)
1x Post	:	Amutanga Combined School (Oshakati Circuit)
Salary Scale	:	N\$337,984 – N\$403,922
Housing Allowance	:	N\$14,520 per annum
Transport Allowance	:	N\$8,760 per annum

Appointment Requirements: A recognized three (3) year tertiary teaching qualification on an NQF Level 6 (or equivalent) plus six (6) years teaching experience **OR** an appropriate recognized 3-year tertiary non-teaching qualification (or equivalent) on NQF Level 6 in relation to the school subjects to be taught plus one year teaching qualification plus 6 years teaching experience

NB:

- Candidates must ensure that copy of confirmation of probation in their current position is attached, if applicable
- All foreign qualifications should be accompanied by an evaluation report from Namibian Qualification Authority. Applicants must attach academic records/ transcript of their qualifications.
- Failure to complete all items on the application form for employment and not attaching all the necessary documents will disqualify the application.

Enquiries: Klaudia T. Shindondola/ Kaarina L Iiyenda **Tel** 065-229800

**DIRECTORATE OF EDUCATION, ARTS AND CULTURE
OLUNO CIRCUIT**

Post Designation	:	Head of Department Grade 6 Languages: (English and Oshindonga /Oshikwanyama Grade 8-12)
1x Post	:	Andimba Toivo yaToivo Secondary School (Oluno Circuit)
Salary Scale	:	N\$337,984 – N\$403,922
Housing Allowance	:	N\$14,520 per annum
Transport Allowance	:	N\$8,760 per annum

Appointment Requirements: A recognized three (3) year tertiary teaching qualification on an NQF Level 6 (or equivalent) plus six (6) years teaching experience **OR** an appropriate recognized 3-year tertiary non-teaching qualification (or equivalent) on NQF Level 6 in relation to the school subjects to be taught plus one year teaching qualification plus 6 years teaching experience

Supplementary Requirements: Candidate with Portuguese Foreign Language will receive preference.

NB:

- Candidates must ensure that copy of confirmation of probation in their current position is attached, if applicable
- All foreign qualifications should be accompanied by an evaluation report from Namibian Qualification Authority. Applicants must attach academic records/ transcript of their qualifications.
- Failure to complete all items on the application form for employment and not attaching all the necessary documents will disqualify the application.

Enquiries: Klaudia T. Shindondola/ Kaarina L Iiyenda **Tel** 065-229800

**DIRECTORATE OF EDUCATION, ARTS AND CULTURE
EHEKE CIRCUIT**

Post Designation	:	Head of Department Grade 6 Mathematics and Science (Physics / Chemistry) Grade 8-11
1x Post	:	Kapembe Secondary School (Eheke Circuit)
Salary Scale	:	N\$337,984 – N\$403,922
Housing Allowance	:	N\$14,520 per annum
Transport Allowance	:	N\$8,760 per annum

Appointment Requirements: A recognized three (3) year tertiary teaching qualification on an NQF Level 6 (or equivalent) plus six (6) years teaching experience **OR** an appropriate recognized 3-year tertiary non-teaching qualification (or equivalent) on NQF Level 6 in relation to the school subjects to be taught plus one year teaching qualification plus 6 years teaching experience

Supplementary Requirements: Candidate must be able to teach and supervise physical Science Grade 8-9.

NB:

- Candidates must ensure that copy of confirmation of probation in their current position is attached, if applicable
- All foreign qualifications should be accompanied by an evaluation report from Namibian Qualification Authority. Applicants must attach academic records/ transcript of their qualifications.

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

- Failure to complete all items on the application form for employment and not attaching all the necessary documents will disqualify the application.

Public Service application form for employment 156043 and health questionnaire form 156094 together with comprehensive curriculum vitae and all relevant certified copies of all educational / academic qualifications and the proof of Namibian citizenship must be addressed to:

**Human Resources Office
Oshana Regional Council
Directorate of Education, Arts & Culture
Private Bag 5518
OSHAKATI**

Or hand Delivery to:

**Directorate of Education, Arts & Culture
Human Resource Office
906 Sam Nuyoma Road
Old Complex (Oshakati Town Council)**

Enquiries: Tulonga Nakapolo Tel 065-229800 or Ms. Klaudia T. Shindondola Tel: 065 229800