



ORANJEMUND TOWN COUNCIL

VACANCIES

Oranjemund is established in terms of the Local Authority Act, Act 23 of 1992 (as amended).
The Council has the following vacancies on its establishment

Post A: Chief Executive Officer Patterson Job Grade F1 (5-years contract)

Department : Office of the CEO
Reports to : Council
Salary scale : N\$ 452 651 – 524 747 per annum
Motor Vehicle Allowance : N\$ 102 701 per annum
Housing Allowance : 40% of basic salary (With a bond)
: 20% without a bond
Cell phone Allowance : N\$ 1 200. Per month
Employer pension Contribution : 21.7% of basic salary
Medical Aid Contribution (employer) : 85% of monthly premium

Minimum Educational Qualification requirement: A B. Degree OR Honours in Business Administration and MBA will be an added advantage.

Minimum Experience Requirements: 9 years, of which 4 years should have been in a senior management role. Additional special requirements: Driver's licence - Code BE

NB: the filling of this post is subject to vetting.

Post B: Chief Environmental Health Practitioner Grade D1 (Re-advertisement)

Department : Local Economic Development & Community Services
Report to: Manager: Local Economic Development & Community Services
Salary scale : N\$ 243 322 – 282 077 per annum

Minimum requirement: B-Tech Degree in environmental Health or equivalent. 4 years in similar position covering the entire spectrum of environmental health functions, of which at least 3 years should have been at a local authority or similar organisation, in a supervisory capacity OR 6 years in a similar position covering the entire spectrum of environmental health functions, of which at least 3 years should have been at a local authority or similar organisation, in a supervisory capacity.

Special requirements: Driver's licence - Code BE, Registered as Environmental Health Practitioner with the Allied Health Professional Council of Namibia, and Registered as Peace Officer.

Post C: Chief Technician: Technical services Grade D1

Department : Infrastructure, Planning & Technical Services
Report to : Manager: Infrastructure, Planning & Technical Services
Salary scale : N\$ 243 322 – 282 077 per annum

Minimum requirement: B-Tech Degree in Engineering (Mechanical/Civil) plus 4 years in an engineering position preferably in water provision and reticulation, 2 years should have been in a supervisory /managerial position.

Additional special requirements: Registered as Engineering Technician with the relevant Engineering council, and Driver's licence - Code B.

Post D: Chief Technician: Electrical Services Grade D1

Department : Infrastructure, Planning & Technical Services
Report to : Manager: Infrastructure, Planning & Technical Services
Salary scale : N\$ 243 322 – 282 077 per annum

Minimum requirement: Trade Diploma (Electrical/Electronic) with at least 4 years working experience in the installation, repair and maintenance for electrical lines OR National diploma in Engineering (Electrical/Electronics) plus 5 years in an electrical position, 2 years should have been in a supervisory position.

Additional special requirements: Traded as an Artisan (level 5) with installation Rules Paper 1 & 2 and unit standard, or Registered as Engineering Technician with the relevant Engineering Council, A Driver's licence - Code B.

Post E: Chief Protection Officer Grade D1 (Re-advertisement)

Department : Local Economic development & Community Services
Report to : Manager: Local Economic Development & Community Services
Salary scale : N\$ 243 322 – 282 077 per annum

Minimum requirement: Graduate Degree in Disaster Risk Management and a Certificate in Fire Fighting plus 5 years experience including exposure to civil defence/security and occupational health and safety.

Special requirements: Driver's licence - Code CE, Registration as Peace Officer will be an added advantage.

Post F: Operator Driver Grade B3

Department : Infrastructure, Planning & Technical Services
Report to : Artisan: Roads
Salary scale : N\$ 109 729 – 133 503 per annum

Minimum requirement: A Grade 10 with 3 years experience in the operation of heavy earth moving vehicles (e.g Grade, Wheel – Dozer, Front – End Loader) and the street sweeping machine.

Additional special requirements: Driver's licence - Code CE.

Post G: Fleet Management Officer Grade C2

Department : Infrastructure, Planning & Technical Services
Report to : Foreman
Salary scale : N\$ 170 661 – 197 843 per annum

Minimum requirement: A Diploma in Transport Management/ Trade Diploma Petrol & Diesel Mechanics. 3 years experience in the maintenance of vehicles (petrol & diesel) excluding the time spent to complete the apprenticeship, of which at least 1 year should have been in a supervisory capacity.

Additional special requirements: Driver's licence - Code CE

Post H: Assistant Procurement Officer B4

Department : Office of the CEO
Reports to : Procurement Officer
Salary scale : N\$ 123 431 – 150 172 per annum

Minimum requirement: 3 year Diploma in supply/ Logistics Management or Financial Accounting plus 2 years experience which should have included significant exposure to stores control and procurement OR a Grade 12 with Accounting & Mathematics plus 4 years experience in the procurement or stock taking environment..

Additional special requirements: Driver's licence - Code B.

Benefits:
13th cheque, housing subsidy/ allowance, subsidized medical aid scheme, transport allowance, Leave days as per current legislation, pension and social security

NB. Complete Employment Application Form for Oranjemund Town Council/Cover Letter and address to The Acting Chief Executive Officer, Oranjemund Town Council, P O Box 178, ORANJEMUND, should be accompanied by **originally certified copies** of educational qualification(s), identity document, drivers licence, detailed CV, and work testimonials. All foreign qualifications must be evaluated by Namibia Qualification Authority (NQA), Or Hand deliver the application to Human Capital Office. Applicants who fail to attach the necessary documents will be disqualified. Only shortlisted candidates will be notified and no documents will be returned. Candidacy is limited to Namibian citizens. Please note that **NO fax, emailed, non-certified copies and late applications will be considered.**

NB: Preference will be given to applicants from designated groups in terms of the Affirmative Action (Employment) Act, (Act No. 29 of 1998) and who meets the Job Requirements.

For more additional information visit our website:
www.oranjemund-tc.com

Enquiries: Human Capital Office Tel: 063 233 500