

# VACANCY ANNOUNCEMENT



# NAMBOP

Comfort when you need it most

Nambob Funeral Solutions (Pty) Ltd, an equal opportunity employer, has been serving the community since 1962. Our high-caliber professionals come together to create a distinct culture of providing expert comfort and compassion across our 13 branches in Namibia. We are actively recruiting a Fleet Controller to join our dynamic team in Windhoek on a full-time basis.

## Main Duties and Responsibilities

- Comprehensive management of the fleet of hearses and trailers across all branches, which includes:
  - Routine maintenance planning
  - Management of repairs
  - Licensing of vehicles and drivers
  - Vehicle tracking
  - Monitoring fuel consumption
- Build relationship with reputable suppliers across the country to ensure proper maintenance and repairs of the fleet, to avoid downtime as far as possible
- Management of fleet related expenses
- Report on fleet statistics to management weekly and monthly

## Experience/Knowledge/Skills/Education

- Namibian Citizen
- Driver's License
- Must have a mechanical background
- At least 3 years of similar experience
- Excellent administrative skills and computer literacy
- Detail-oriented and analytical
- Willing to travel to branches across the country

## Application Procedure

We believe in equal opportunities and value diversity. Applications for this role are exclusively accepted through our recruitment portal at [www.jobportunities.net](http://www.jobportunities.net). Please ensure your application includes a well-crafted cover letter, a comprehensive CV, and any relevant certifications.

**Application Deadline: Friday 17 January 2026**

**Only shortlisted candidates will be contacted.**

**No documents will be returned.**

**No telephonic enquiries will be taken.**