

The Namibian Standards Institution (NSI) was established in terms of the Standards Act, 2005 (Act No. 18 of 2005). The primary role of the NSI is to promote Standardisation and Quality Assurance in industry, commerce and the public sector in Namibia, with the aim of improving product quality, industrial efficiency and productivity, and to promote trade, to achieve optimum benefits for Namibia.

POSITION: SECTION HEAD: PETROCHEMICAL (D2)

Duty Station: Walvis Bay

Work Conditions: Due to the nature of laboratory operations, the incumbent will be expected to work under shift arrangements and perform work on ad hoc call out requests.

Primary purpose of position:

To perform various chemical and physical analyses on petrochemical samples and other non-food sample types to ensure compliance with regulatory and customer requirements.

To perform sampling activities for scope of work to ensure compliance with regulatory and customer requirements.

To supervise the activities of the Petrochemical section

To implement and maintain the requirements of the quality management system of the Testing Centre based on the requirements of ISO/IEC 17025 and accreditation body

To provide necessary supervision and technical support to Petrochemical Section Staff.

To build a culture based on the NSI values as well as an ongoing improvement of operations.

Educational requirement:

Bachelor's degree of four (4) years in Chemistry/Analytical Chemistry or another related field (NQF 7)
Management training (MDP, SMDP, or SMP) would be an added advantage.

Experience requirement:

Six (6) years' experience as an analyst in an accredited ISO/IEC 17025 Chemistry laboratory environment
Drivers License valid two (2) years at time of application

Experience in fuel testing environment or fuel monitoring related activities would be an added advantage

Skills & knowledge requirement:

- Knowledge of MS Computer applications
- Laboratory techniques and procedures
- Quality Management System-ISO 17025
- Knowledge of verification and calibration of equipment
- Method selection and interpretation
- Equipment suitability evaluation
- Process and Business management principles
- Auditing skills
- Management skills and Integrity
- Training development and Service Oriented
- Analytical skills and Critical thinking

POSITION: SECTION HEAD: PETROCHEMICAL (D2) (Cont.)

Key Performance Area

- Sectional operations management
- Financial management
- Leadership and management
- Procurement
- Manage laboratory testing
- Compliance with Quality Management System
- Management of staff and Personal development
- Planning and organizing
- Customer engagement and management

Applications should include a detailed Curriculum Vitae, Cover letter, certified copies of qualifications, academic transcripts and copy of identification document or passport and driver's license.

The NSI is an equal opportunity employer and encourages applications from the designated groups e.g. women and persons with disabilities in terms of the Affirmative Action (Employment) Act No. 29 of 1998).

Applicants who do not meet the criteria need not to apply.

Only shortlisted candidates will be contacted

Emails and faxes are not accepted

NB: Candidates should ensure that all foreigner qualifications are evaluated and verified by the Namibian Qualification Authority.

The closing date for applications is 25 July 2025.

Applications can be addressed to:

Office of the Human Resources Manager

+26461386444

P.O Box 26364

Windhoek

Hand Delivered to:

NSI Head Office 37

Feld Street,

Ausspannplatz

Windhoek

