

//KHARAS REGIONAL COUNCIL

DIRECTORATE OF EDUCATION, ARTS AND CULTURE

DIVISION: PROGRAMMES AND QUALITY ASSURANCE SECTION: INSPECTORATE

Post designation	:	Inspector of Education Grade 5
1x Post	:	Luderitz Namib Circuit
Scale of Salary	:	N\$ 432, 601 x P –N\$ 517, 195
Salary Notch	:	N\$ 432, 601 per annum

Minimum Requirements: A recognized 4-year tertiary teaching qualification on NQF Level 7 plus 9 years teaching experience.

Supplementary Requirements:

- Applicants must have **9 years or more teaching experience.**
- All documents must be police certified (ID, Driver's License, Qualifications, Testimonials, All extra Courses attended)
- Excellent communication and Interpersonal skills to be able to interact on all levels and to perform under pressure.
- Valid driver's license.
- Computer literacy in Microsoft Word, Excel and Power Point.
- Knowledge of Education Act 2020 (Act no. 3 of 2020) and knowledge on National Standards and Performance Indicators, Performance Management System as well as other relevant Acts and Regulations.

Enquiries: Ms. Grace H. Cloete / Ms. E.N. Mbalili 063 227029/227075

DIVISION: PROGRAMMES AND QUALITY ASSURANCE SECTION: ADVISORY SERVICES

Post Designation	:	Senior Education Officer Grade 6 (Social Sciences: Geography Grade 8-AS Level, History Grade 8-AS Level)
1xPost	:	Keetmanshoop Regional Office
Scale of Salary	:	N\$ 354, 883 x P –N\$ 424,119
Salary Notch	:	N\$ 354,883 per annum
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$ 10,512 per annum

Minimum Requirements: An appropriate Degree or equivalent qualification on NQF Level 7 plus 5 years appropriate experience OR An appropriate Degree or equivalent qualification on NQF Level 8 plus 3 years appropriate experience.

Supplementary Requirements:

- A 4 year qualification majoring in Geography and History.

- Recent testimonials should accompany the application form as proof of appropriate teaching experience in the following subjects: **Geography and History OR Geography and Development Studies at Secondary level.**
- Valid driver's license.
- Computer literacy in Microsoft Word, Excel and Power Point.
- Knowledge of Education Act 2020 (Act no. 3 of 2020) and all relevant Directives pertaining teaching in the above subjects

Enquiries: Ms. Grace H. Cloete / Ms. E.N. Mbalili 063 227029/227075

**DIVISION: PROGRAMMES AND QUALITY ASSURANCE
SECTION: ADVISORY SERVICES**

Post Designation	:	Senior Education Officer Grade 6 (Commerce)
1x Post	:	Keetmanshoop Regional Office
Scale of Salary	:	N\$ 354, 883 x P – N\$424, 119
Salary Notch	:	N\$ 354, 883 per annum
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$ 10,512 per annum

Minimum Requirements: An appropriate Degree or equivalent qualification on NQF Level 7 plus 5 years appropriate experience **OR** An appropriate Degree or equivalent qualification on NQF Level 8 plus 3 years appropriate experience.

Supplementary Requirements:

- A 4 year qualification majoring in Accounting and Economics **OR** Accounting and Business Studies **OR** Accounting and Entrepreneurship.
- Recent testimonials should accompany the application form as proof of appropriate teaching experience in the following subjects: **Accounting Grade 8-AS level, Economics Grade 10-AS level; Business Studies or Entrepreneurship at Secondary level.**
- Valid driver's license.
- Computer literacy in Microsoft Word, Excel and Power Point.
- Knowledge of Education Act 2020 (Act no. 3 of 2020) and all relevant Directives pertaining teaching in the above subjects

Enquiries: Ms. Grace H. Cloete / Ms. E.N. Mbalili **063 227029/227075**

**DIVISION: PROGRAMMES AND QUALITY ASSURANCE
SECTION: ADVISORY SERVICES**

Post designation	:	Senior Education Officer Grade 6 (Afrikaans Grade 8-AS Level)
1x Post	:	Keetmanshoop Regional Office
Scale of Salary	:	N\$ 354, 883 x P –N\$ 424, 119
Salary Notch	:	N\$ 354, 883 per annum
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$ 10,512 per annum

PSM CIRCULAR NO.G OF 2024, VANACIES IN THE PUBLIC SERVICE, ADVERTISED 18 AUGUST 2025, CLOSING DATE 12 SEPTEMBER 2025

Minimum Requirements: An appropriate Degree or equivalent qualification on NQF Level 7 plus 5 years appropriate experience OR An appropriate Degree or equivalent qualification on NQF Level 8 plus 3 years appropriate experience.

Supplementary Requirements:

- A 4 year qualification majoring in Afrikaans.
- Recent testimonials should accompany the application form as proof of appropriate teaching experience in the following subjects: **Afrikaans 1st OR 2nd Language Grade 8-AS Level.**
- Valid driver's license.
- Computer literacy in Microsoft Word, Excel and Power Point.
- Knowledge of Education Act 2020 (Act no. 3 of 2020) and all relevant Directives pertaining teaching in the above subjects

Enquiries: Ms. Grace H. Cloete / Ms. E.N. Mbalili **063 227029/227075**

DIVISION: INFORMATION, ADULT AND LIFE LONG LEARNING, ARTS AND CULTURE
SUBSECTION: ADULT EDUCATION AND CONTINUING EDUCATION

Post designation	:	Education Officer Grade 8
2xPosts	:	Keetmanshoop and Warmbad CLDC
Scale of Salary	:	N\$ 238, 825 x P –N\$ 285, 420
Salary Notch	:	N\$ 238, 825 per annum
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$ 10,512 per annum

Minimum Requirements: An appropriate Degree or equivalent qualification on NQF Level 7.

Supplementary Requirements:

- A 4 year qualification majoring in Adult Education and Community Development **OR** Life Long Learning.
- Excellent communication and interpersonal skills to be able to interact on all levels and to perform under pressure.
- Valid driver's license.
- Computer literacy in Microsoft Word, Excel and Power Point.

Enquiries: Ms. Grace H. Cloete / Ms. E.N. Mbalili 063 227029/227075

DIVISION: PROGRAMMES AND QUALITY ASSURANCE
SUBDIVISION: PROFESSIONAL DEVELOPMENT

Post designation	:	Chief Education Officer Grade 5
1x Post	:	Keetmanshoop Regional Office
Scale of Salary	:	N\$ 432, 601 x P –N\$ 517, 195
Salary Notch	:	N\$ 432, 601 per annum
Housing Allowance	:	N\$17,424 per annum
Transport Allowance	:	N\$ 10,512 per annum

PSM CIRCULAR NO.G OF 2024, VANACIES IN THE PUBLIC SERVICE, ADVERTISED 18 AUGUST 2025, CLOSING DATE 12 SEPTEMBER 2025

Minimum Requirements: An appropriate Degree or equivalent qualification on NQF Level 7 OR 8 plus **8 years appropriate experience.**

Supplementary Requirements:

- A 4 year qualification majoring in Education.
- Valid driver's license.
- Computer literacy in Microsoft Word, Excel and Power Point.
- Knowledge of Education Act 2020 (Act no. 3 of 2020), National Curriculum for Basic Education; National Standards and Performance Indicators as well as Performance Management System.

Enquiries: Ms. Grace H. Cloete / Ms. E.N. Mbalili **063 227029/227075**

**SECTION: FINANCIAL MANAGEMENT
SUBSECTION: SALARIES AND ALLOWANCES**

Post designation	:	Accountant Grade 8
1xPost	:	Keetmanshoop Regional Office
Scale of Salary	:	N\$ 238, 825 x P –N\$ 285,420
Transport Allowance	:	N\$ 10, 512 per annum
Housing Allowance	:	N\$ 17,424 per annum

Minimum Requirements: An appropriate Diploma at NQF Level 6, majoring in Accounting.

Supplementary Requirements: Computer literacy in Microsoft Word, Excel and Power Point.

Address enquiries to: Ms. Emilia N. Mbalili Tel: (063) 227073 or Ms. Grace H. Cloete Tel: (063) 22 7029

Applicants should note the following:

- Applicants with foreign qualifications must attach proof of evaluation of such qualifications from the Namibia Qualification Authority (NQA).
- Applicants who only partially complete and /or do not sign application forms, or did not attached certified copies of all documents, will not be considered.
- Applicants in designated groups are encouraged to apply.

Please note: Only shortlisted candidates will be contacted and preference will be given to Namibian Citizens.

Applications may be submitted at the following address:

**The Regional Director
Directorate of Education, Arts and Culture
//Kharas Region
Human Resource Administration Section**

PSM CIRCULAR NO.G OF 2024, VANACIES IN THE PUBLIC SERVICE, ADVERTISED 18 AUGUST 2025, CLOSING DATE 12 SEPTEMBER 2025

**Private Bag 2160
Keetmanshoop**

OR

**Hand deliver at the Directorate of Education, Arts and Culture
Wheeler Street, Keetmanshoop: //Kharas Region.**
