

VACANCY



The Namibian College of Open Learning is an educational institution established by an Act of Parliament which provides courses for adults and out-of-school youth.

We are committed to providing wider access to quality educational services for our learners and other customers using a variety of open learning methods.

NAMCOL IS AN EQUAL OPPORTUNITY EMPLOYER AND INVITES SUITABLE CANDIDATES TO APPLY FOR THE VACANCY

POSITION:	SYSTEMS ANALYST
DIRECTORATE:	MARKETING, ENTERPRISE DEVELOPMENT AND ICT
DUTY STATION:	WINDHOEK, KATUTURA (HEAD OFFICE)
REPORT TO:	MANAGER: INFORMATION, COMMUNICATIONS AND TECHNOLOGY
PATERSON JOB GRADE	C4

JOB PURPOSE:

The ICT Systems Analyst's role is to implement system requirements by defining and analysing system problems, designing, testing, optimizing business systems and implementing standards and solution for the information systems to improve the College's business efficiency and productivity

KEY PERFORMANCE AREAS:

- System analysis and design;
- Support business systems operations;
- Maintain, improve and advance systems;
- Automation, integration and data management

REQUIREMENTS:

- A Recognized Bachelor's Degree in Computer Science or Information Technology Specialising in Information Systems or Software Development;
- At least three (3) years' experience in applications and database development and support;
- Industry Certification such as: Certified Business Analysis Professional, MCSA, Java Certification, Microsoft SQL Server, and Oracle Database Certification are added advantages

KNOWLEDGE:

Strong understanding of system architecture, software development, automation and integration techniques. Knowledge of programming languages, database management, and system design tools (e.g., SQL, Java, Python, UML, ERD). Knowledge of business process modelling, workflow analysis, and requirements-gathering techniques. Web Technologies and Development. Planning and Organising, Project management, collaboration, Trustworthy, Respectful, Flexibility, Sound Work Ethics, Excellent Communication Skills, Confidentiality, Independent, Initiative, Time Management Skills, Attention to detail and Data Accuracy, Analytical and problem-solving skills.

The document in support of the application should contain the following;

- Certified copies of educational and professional qualifications;
- Names and contact details of three (3) references.

NB: Foreign qualifications must be certified by NQA

The College offers attractive remuneration supplemented by fringe benefits. Interested individuals meeting the requirements of this position, particularly persons with disabilities and from marginalised communities are encouraged to apply by submitting a résumé and cover letter highlighting their professional background.

Kindly note only shortlisted candidates will be contacted.

STRICTLY ONLY APPLICATIONS SUBMITTED THROUGH NIEIS WILL BE CONSIDERED. APPLICATIONS SUBMITTED VIA EMAIL OR HAND DELIVERY WILL NOT BE ACCEPTED.

Telephone enquiries: (061) 320 5235/5263

Kindly note only shortlisted candidates will be contacted.

The closing date for applications is: **TUESDAY, 09 SEPTEMBER 2025, 16h00**



NAMCOL

Visit our website
www.namcol.edu.na



TAKING EDUCATION TO THE PEOPLE