

- Facilitate updating and digitizing data for production of land parcels maps and certificates;
- Implement the communal land filing system;
- Database management of the subsection: Land Board;
- Implementation of ministerial policies, plans and programmes at sectional level;
- Perform any other duty assigned by the supervisor or Regional Deputy Director

NB: Due to decentralization, the successful candidate must be prepared to be seconded to the Regional Council.

Enquires: Mr. Dann Motinga , Telephone No: 061 296 5170

**REGIONAL PROGRAMME IMPLEMENTATION
DIVISION LANDS: OMUSATI REGION
SECTION LAND BOARD, TENURE AND ADVICE**

Post Designation	:	Development Planner Grade 9
1x Post	:	Outapi
Salary Scale	:	N\$ 195 216 – N\$ 234 144 per annum
Salary notch	:	N\$ 195 216 per annum
Housing Allowance	:	N\$ 13 944 per annum
Transport Allowance	:	N\$ 10 512 per annum

Minimum Requirements: A Bachelor Degree in Geomatics or Geo-Information Systems on NQF Level 7.

Preference will be given to applicants who possesses a valid driver's license.

Competencies required: Thorough understanding of the Communal Land Reform Act and related regulations

Main Duties:

- Provide technical support to the Communal Land Board
- Manage and maintain the NCLAS database
- Develop and implement section work plans
- Capture, process, and digitize data in the NCLAS system
- Conduct quality control checks on land rights applications and NCLAS entries
- Maintain and update land rights registers
- Coordinate regional activities for communal land rights registration
- Implement ministerial policies, plans, and programs at sectional level
- Serve as secretariat for the Communal Land Board
- Maintain and organize communal land filing systems
- Facilitate resolution of land disputes
- Verify and map communal land rights boundaries
- Support the Board's investigation committee as required
- Coordinate production and distribution of land rights certificates to Traditional Authorities
- Verify boundaries of registered communal land rights
- Perform any other duties as assigned by the supervisor or Regional Deputy Director

PSM CIRCULAR NO.H OF 2025, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 17 SEPTEMBER 2025, CLOSING DATE 17 OCTOBER 2025