



VACANCY

RESEARCHER

(Windhoek, Namibia)

ABOUT THE NCRST:

The National Commission on Research, Science and Technology (NCRST) is a State-Owned Enterprise established in terms of section 4 of the Research, Science and Technology Act, 2004 (Act no. 23 of 2004) with a primary role of promotion, coordination and development of Research, Science, Technology and Innovation in Namibia.

The NCRST hereby invites applications from suitably qualified individuals to apply for the following position:

POSITION: RESEARCHER, GRADE: C2

JOB PURPOSE:

The primary purpose of this function is to develop and conduct research to provide policy advice and coordinate strategic research programmes and projects

KEY PERFORMANCE AREAS:

KPA 1 Policies and Scientific Research

- Design and Development of research programmes and policies related research.
- Conduct research in on diverse topics as identified in the national research Programme, especially to provide policy briefs.
- Provide a coordination function for all research related programmes, activities and national working groups.
- Pursue research collaborations with various stakeholders.
- Very well versed in research ethics and integrity.

KPA 2 Staff Management

- Conducts spot checks on work done by research assistants, working groups and consultants in order to ensure correctness of approach/method. Monitors the progress made by the working groups and direct reports and directs their activities towards achievement of the objectives and targets of the section.
- Identifies training needs amongst research assistants and provides technical training where relevant.
- Addresses individual performance aspects through the performance management system.
- Maintains and constantly promotes highest levels of professionalism.
- Plans annual leave schedule and approves leave applications of research assistants and interns.

Minimum educational qualifications and experience:

- PHD degree in a STEM field. Social Science fields will be considered as well.
- Proven work record research at least 3 years of which at least 2 years should be research experience in a university or research institution environment.

Skills and attributes required:

- Qualitative and quantitative research methods and analysis.
- Good written and spoken communication skills
- Knowledge on policy briefs and policy development and good knowledge of the research, science, technology and innovation landscape and legislation in Namibia.
- Assertive
- Accurate
- Meticulous
- Honest
- Service orientated
- Courteous

Conditions of employment:

This is a permanent contract

NCRST is an equal-opportunity employer.

Applications:

All applications must be accompanied by a comprehensive Curriculum Vitae, with certified ID and supporting documents. Applications can be submitted as follows:

via: <https://nieis.namibiaatwork.gov.na/>

Please note that only shortlisted candidates will be contacted.

Applications and inquiries may be directed to:

The Human Resources & Organisational Development
Office Tel: +264 (61) 431 7099

CLOSING DATE OF APPLICATIONS:

29 October 2025

Previously disadvantaged candidates are strongly encouraged to apply.