



REPUBLIC OF NAMIBIA

MINISTRY OF INFORMATION AND COMMUNICATION TECHNOLOGY

VACANCY

DIRECTORATE: ICT DEVELOPMENT DIVISION: INSTITUTIONAL POLICY REGULATING AND MONITORING (IPRM)

Post Designation : Policy Analyst Grade 7
1xPost : Windhoek
Scale of Salary : N\$ 291, 128 –N\$ 347, 926
Housing Allowance : N\$17, 424 per annum
Transport Allowance : N\$ 10, 512 per annum

Minimum Requirements: A Bachelor Degree on NQF Level 7 in Public Policy/ Economics/ Law/ Public Administration plus 3 years' appropriate experience in Policy formulation and Analysis.

Additional Requirements: Candidate must have the ability to conduct comprehensive professional research; good policy analytical skills, reasonable knowledge of the Namibian ICT Policies and Laws, good oral and written communication skills; proficient in Microsoft Office products (Word, Excel, PowerPoint).

Main Responsibilities:

- Assist the implementation of ICT related Policy and Laws in Namibia.
- Monitor the impact of the ICT Laws and Policies implementation.
- Analyse various public initiatives regarding ICT infrastructure and services.
- Conduct Research in the field and propose the possible solution to the problems.
- Facilitate bilateral and multilateral agreements related to ICT.
- Design innovative strategies to enhance information and communication services provisioning in Namibia.
- Coordinate various initiatives with the Communications Regulatory Authority of Namibia (CRAN) and industry role players.
- Attend and provide support at events and meetings and execute projects and assignments consistent with the Ministerial mandate.
- Participate in national, regional and international ICT policy related conferences, workshops, symposia and seminars.
- Prepare written reports, analysis, briefings and memoranda as required.
- Assist with the development of directorate plans, budget priorities and initiatives.

Enquiries: Dr. Elizabeth Kamutuezu, Tel. 061 283 2399 OR Mr. Edward Ndjamba, Tel. 061-283 2385

Note: all applications should be done on Form 156043, (obtained at any government office) and accompanied by a comprehensive CV and certified copies of qualification (s) and ID. All foreign obtained qualification (s) must be accompanied by an evaluation from the Namibia Qualification Authority (NQA). Candidates within the Public Service must attach proof of probation confirmation letter on the current position. **Proof of experience must be attached. Failure to submit all required document(s) will automatically disqualify the applicant.**

NB: In terms of Affirmative Action Plan, qualifying women and persons with disabilities are encouraged to apply.

The application forms must be addressed to:

The Executive Director
Ministry of Information and Communication Technology
Private Bag 13344
Windhoek

OR HAND DELIVERY AT:
The Human Resources Office
First City Center Building, 3rd floor,
Independence Avenue, Windhoek

Enquiries: Mr. Edward Ndjamba, Tel No: 061 – 283 2385

Closing date: 04 July 2024





REPUBLIC OF NAMIBIA

MINISTRY OF INFORMATION AND COMMUNICATION TECHNOLOGY

VACANCY

DIRECTORATE: PRINT MEDIA AFFAIRS DIVISION MEDIA LIAISON SERVICES SUBDIVISION INFORMATION GATHERING AND DISSEMINATION

Post Designation : Senior Information Officer Grade 7
1xPost : Windhoek
Scale of Salary : N\$ 291, 128– N\$ 347, 926
Housing Allowance: N\$17,424 per
Annum Transport Allowance : N\$10,512 per annum

Minimum Requirements: An appropriate B-Degree on NQF L7 in Journalism, Media Studies or Mass Communication plus 3 years' appropriate experience. **Candidates will be subjected to a written test.**

Enquiries: Mrs. Elizabeth Amagola, Tel. 061 283 2665 OR Mr. Edward Ndjamba, Tel. 061-283 2385

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REPUBLIC OF NAMIBIA

MINISTRY OF INFORMATION AND COMMUNICATION TECHNOLOGY

VACANCY

DIRECTORATE: AUDIOVISUAL MEDIA, COPYRIGHT SERVICES & REGIONAL OFFICES
DIVISION: AUDIOVISUAL PRODUCTION AND COPYRIGHT SERVICES
SUB-DIVISION: REGIONAL OFFICES
SECTION: //KHARAS REGIONAL OFFICE

Post Designation : Information Officer Grade 8
1xPost : Keetmanshoop
Salary Scale : N\$ 238, 825 –N\$ 285, 420
Housing allowance : N\$ 17,424 per annum
Transport allowance : N\$ 10,512 per annum

Minimum Requirements: An appropriate B-Degree on NQF L7 in Journalism, Media Studies or Mass Communication plus 3 years' appropriate experience. **Candidates will be subjected to a written test.**

Enquiries: Mr. Mervin Kazapua, Tel. 063-223 220 OR Mr. Edward Ndjamba, Tel. 061-283 2385

Note: all applications should be done on Form 156043, (obtained at any government office) and accompanied by a comprehensive CV and certified copies of qualification (s) and ID. All foreign obtained qualification (s) must be accompanied by an evaluation from the Namibia Qualification Authority (NQA). Candidates within the Public Service must attach proof of probation confirmation letter on the current position. **Proof of experience must be attached. Failure to submit all required document(s) will automatically disqualify the applicant.**

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OR HAND DELIVERY AT:
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Independence Avenue, Windhoek

Enquiries: Mr. Edward Ndjamba, Tel No: 061 – 283 2385

Closing date: 04 July 2024

