

ONGWEDIVA
Town Council

VACANCY

EXTERNAL ADVERTISEMENT

Applications are hereby invited from the suitable qualified persons for appointment to the establishment of the Council.

Department	:	Planning and Technical Services
Division	:	Technical Services
Position	:	Technical Services Officer
Grade	:	C4
Reporting to	:	Senior Manager Planning and Technical Services

Main purpose of position
To plan, coordinate, and control all operations of the Technical Services Division including management of capital and operational projects water distribution, wastewater and transport sections, and to provide support services for project implementation and teams coordination to the Senior Manager as well as expert advice and guidance to staff in the respective sections, in order to ensure an efficient and effective, service with respect to operation and maintenance of council services.

Key Performance Areas
- Planning, budgeting, and advice
- Water Distribution & Wastewater, Roads, Electricity, Civic Buildings
- Transport
- Staff Management & Administration
- Municipal projects
- Procurement

Minimum Educational Qualification and Experience Requirements
- Diploma in Engineering (civil, structural, municipal) NQF Level 6 or Bachelor of Technology in Engineering (civil, structural) NQF Level 7 or
- Bachelor Degree in Engineering (civil, structural) NQF Level 7.
- A minimum of 10 years' experience for a Diploma in Engineering, of which 5 years should have been in a supervisory capacity or
- At least 4 years' experience for Bachelor of Technology in Engineering and Bachelor Degree in Engineering, of which at least 2 years should have been in a supervisory capacity

Legal Requirements
- Driving licences code BE
- Namibian Citizenship
- No criminal record (Attach a certified copy of conduct not older than six (6) months)

Remuneration package	:	In return the Council will offer a market related remuneration package consisting of the following:
Basic Salary	:	N$340,231.08 per annum
Housing benefit	:	20% of the basic salary if the staff member does not have a housing bond or 40% of the basic salary if the staff member has a housing bond. Terms and conditions apply
Transport allowance	:	N$10,512.00 per annum
Council's contribution to the Medical Aid Fund	:	90% of the total premium
Council's contribution to the Pension fund	:	21,7% of the basic salary
Council's contribution to Social Security	:	contribution

Interested candidates should complete the Council's employment application in full (failure to do so shall result in automatic disqualification) obtainable on our website: **www.ongwediva.com.na**, and be accompanied by: A comprehensive Curriculum Vitae (CV), Certified copies of educational qualifications, Certified copies of Qualification Evaluation Certificates from the Namibia Qualifications Authority (NQA) indicating NQF levels, Certified copy of the Namibia National Identity Card, Certified copies of a valid Driving License, A recent Certificate of Conduct (not older than six [6] months) from the Namibian Police confirming a clean criminal record and Certified copies of references or testimonials from current or previous employers verifying positions held and relevant years of experience thus be submitted to:

The Human Resources Division
Ongwediva Town Council,
Corner of Mandume Ndemufayo Rd/Dr. Libertine Amadhila Street
Private Bag 5549, **ONGWEDIVA**

NB: Racially disadvantaged persons, woman and persons with disabilities are encouraged to apply.

Enquiries : Mr. Mathew Mbombo or Ms. Reader Hilongwa @ 065 – 233700

Please note: fax or email applications will not be accepted; only shortlisted candidates will be contacted for the interview and no supporting documents will be returned to the applicants.

Advertisement Date : Wednesday, October 21, 2026

Closing date : Wednesday, November 18, 2026 @ 17H00

Enquiries: Mr. Mathew Mbombo or Ms. Reader Hilongwa @ 065 – 233700

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