



REPUBLIC OF NAMIBIA

MINISTRY OF MINES AND ENERGY

VACANCY

The Ministry of Mines and Energy invites suitably qualified candidates to apply for the following vacant position:

POSITION 11

DIRECTORATE ENERGY

DIVISION: ENERGY PLANNING AND RESEARCH

1X POST:	Deputy Director Grade 4
Duty Station:	Windhoek
Salary scale:	N\$478 220 – N\$502 7538
Motor (vehicle) Allow:	N\$102 701 p a
Housing Benefits:	N\$68 188 pa

Minimum Requirement: A Bachelor Degree in Economics/Electrical Engineering or Energy related qualification or any equivalent qualification (NQA Level 7), plus nine (9) years appropriate experience in Electricity/Energy sector or any related field of which 3 years must be at supervisory level.

Additional Requirements:

- A post-graduate qualification on NQF Level 9 will be an added advantage.
- Experience in conducting electricity/energy research and energy data management.
- Must have good ICT skills.
- Excellent communication skills (both verbal and writing).

Key Responsibilities:

- The applicant will be responsible for all planning and research related activities of the Energy directorate.
- Drive electricity sector policy development and implementation.
- Review and analysis of development programmers and projects of the Energy directorate and advise accordingly.
- Provide administrative, financial, and other related support services to the Energy directorate.
- Assist with the definition, planning and execution of rural electrification projects where needed.
- Assist with the attainment of the electrification targets as set out in NDP5 and Harambee Prosperity Plan.
- Devise the processes to enable the Directorate to compile a State of Energy Report.

- Assist in developing an electricity sector stakeholder engagement plan and stakeholder satisfaction survey tool; and others
- Data collection and information dissemination (including report writing).
- Benchmarking of energy statistics in the region and internationally to determine the types of statistics that should be produced, including an assessment of Namibia's needs for energy data and statistics for planning and other purposes.
- Determining the data required to reliably and accurately produce the chosen statistics.
- Assessing existing data sources, and developing a framework for improving and adding data sources that can support the required statistics and information, including identification of stakeholders who have or can collect such data.
- Assist with organizational planning.
- Overseeing the overall management and administration of the division planning and research.

Applications must be Namibian citizens and/or public servants. Applications (Government employment application form (156043) obtainable at all Government Offices) together with a comprehensive Curriculum Vitae and certified copies of educational qualifications must be submitted to:

The Permanent Secretary
 Ministry of Mines and Energy
 Private Bag 13297
 Windhoek

Attractive range of benefits includes 13th cheque, pension fund, medical aid scheme, assistance with relocation expenses, vacation and sick leave. ***Racially disadvantaged persons, women and people with disabilities are strongly encouraged to apply.***

NB: Kindly note that all foreign qualifications should be evaluated by the Namibian Qualifications Authority (NQA). All Public Servants should forward the applications via their respective Human Resources Department.

Closing Date: 7 May 2018

Enquiries: Human Resources Division: Ms. Martha Kavijene / Mr. Ruiga Kakia
 Telephone: 061-284 8111

Only candidates who meet the requirements will be contacted.