



## REPUBLIC OF NAMIBIA

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### MINISTRY OF MINES AND ENERGY

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## VACANCY

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

### **POSITION 2**

#### **DEPARTMENT GEOLOGICAL SURVEY OF NAMIBIA**

#### **DIVISION: ECONOMIC GEOLOGY**

**1X POST:** Deputy Director Grade 4

**Duty Station:** Windhoek

**Salary scale:** N\$478 220 – N\$502 7538

**Motor (vehicle) Allow:** N\$102 701 pa

**Housing Benefits:** N\$68 188 pa

**Minimum Requirements:** A relevant BSc. (Hons) degree in Applied Geosciences, Economic Geology, Exploration Geology or equivalent Earth Science degree (NQF L8) plus nine (9) years appropriate experience in mineral exploration, resource estimation and geo database management or any other related field of which 3 years must be at supervisory level.

#### **Additional Requirements:**

- The applicant should have leadership skills, experience in supervising and managing researchers and research projects, developing of plans and policies in accordance with the organizational and national strategies.
- Experience in developing customized geodatabases for the management of geoscientific data and investigation of mineral resources.
- The post requires fieldwork in remote areas, as well as official duties overseas, and applicants must be in possession of a valid license and be willing to travel.

#### **Key Responsibilities:**

- Plan, manage and coordinate the work of the Economic Geology division of the Geological Survey and to liaise with other Government institutions and stakeholders;
- Manage the human and financial resources of the Division;
- Leading the Division's Business Planning process and activities;
- Ensuring that specific, measurable individual/team Performance Agreements are set;
- Implementing competency based training and continuous assessment;
- Providing mentorship and guidance of staff;
- Ensuring the costs related to the implementation of the strategic and business KPI's are reflected in the budget;
- Participating in the Ministry's Strategic Planning workgroup, to determine strategic KPI's;
- Operating the appropriate GIS and other computer system;

- Carrying out economic geology research work related to Namibian earth sciences and the global market;

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 13<sup>th</sup> 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.***