



REPUBLIC OF NAMIBIA

## MINISTRY OF MINES AND ENERGY

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6 Aviation Road  
Private Bag 13297  
WINDHOEK

### VACANCY

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

#### 1. DIRECTORATE: ENERGY DIVISION: ELECTRICITY

**Post Designation:** DEPUTY DIRECTOR GRADE 4  
**1 X Post:** Windhoek  
**Salary Scale:** N\$478 220 – 502 753  
**Benefits:** Capital Cost: N\$76 950 p.a  
Running Cost: N\$25 751 p.a  
Housing Benefit: N\$68 188 p.a

**Minimum Requirement:** A Bachelor's degree in Electrical Engineering, or Energy related qualification on (NOA level 7) plus 9 (nine) years appropriate experience in the Electricity Sector (Generation and Distribution) of which 5 years must be at a supervisory level.

#### **Additional Requirements:**

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

#### **Key Responsibilities:**

- The applicant will be responsible for the coordination, execution, monitoring, reporting of all electrification projects countrywide;
- Assist with generation planning and execution of generation projects;
- Drive the National Electrification Policy implementation;

- Provide administrative, financial, and other related support services to the Energy Directorate;
- Assist with the definition, planning and execution of rural and peri-urban electrification projects;
- Drive the attainment of the electrification target as set out in NDP5 and Harambee Prosperity Plan II;
- Develop and drive the electricity distribution sector stakeholder engagement plan and stakeholder satisfaction survey tool; and other;
- Data collection and information dissemination (including report writing);
- 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 organisational planning; and
- Overseeing the overall management and administration of the Electricity division.

## 2. DEPARTMENT GEOLOGICAL SURVEY DIVISION: GEOPHYSICS

**Post Designation:** CHIEF GEOSCIENTIST (CHIEF GEOPHYSICIST) GRADE 5  
**1x Post :** Windhoek  
**Salary Scale:** N\$400 001- 478 220  
**Benefits:** Housing Allowance: N\$13 080 p.a  
 Transport Allowance: N\$7 680 p.a

**Minimum Requirements:** An appropriate recognized B.Sc. Hons (NQF L8) or equivalent majoring in Geophysics, Geoscience or a combination of Geology and Physics, or Geology and Mathematics plus six (6) years appropriate experience.

### **Additional Requirements:**

- MSc NQF Level 9 in Earth Sciences is an added advantage;
- Demonstrate practical knowledge and experience in geophysical methods (magnetic, radiometric, electro-magnetic, hyperspectral, seismology, remote sensing, and gravity surveys);
- Demonstrate practical knowledge and experience using geophysical software, image processing software of airborne geophysics and satellite imagery;
- Experience in handling Geophysical Instruments for field and lab work
- Display analytical ability and problem-solving skills;
- Computer skills, particularly experience with global positioning systems (GPS), data analysis, digital mapping, and other forms of computer modelling;
- Demonstrated good oral and written communication skills; and
- Possession of a valid driver's licence.

**Key Responsibilities:**

- Coordinate all geophysical data acquisition, processing, and interpretation activities;
- Review and perform QA/QC on all acquired geophysical data;
- Process, interpret geophysical data and compile technical reports;
- Conduct geophysical field research in remote areas;
- Provide geophysical technical inputs and work in collaboration with other Directorates;
- Mentoring and coaching support to junior staff in the Division;
- Train and oversee the work of junior staff in the Geophysics division;
- Fostering collaboration with external institutions;
- Assist with environmental preservation and protection;
- Assist in planning and implementing of work programmes and projects for the Division.

**Post Designation:** SENIOR GEOSCIENTIST (SENIOR GEOPHYSICIST) GRADE 6

**1 X Post:** Windhoek

**Salary Scale:** N\$ 328 139-392 158

**Benefits:** Housing Allowance: N\$ 13 080 p.a  
Transport Allowance: N\$ 7 680 p.a

**Minimum requirements:** An appropriate recognized B.Sc Hons (NOF L8) or equivalent majoring in Geophysics, Geoscience or a combination of Geology and Physics, or Geology and Mathematics or Physics and Maths plus three (3) years appropriate experience. Good working experience in geophysical methods (acquisition, processing, and interpretation) will be an added advantage.

**Additional Requirements:**

- Experience in geophysical disciplines (magnetic, radiometric, electro-magnetic, hyperspectral, seismology, remote sensing, and gravity) and their related interpretation would be an added advantage.
- Display analytical ability and problem-solving skills.
- Demonstrated good oral and written communication skills.
- A valid driver's licence is an added advantage.

**Key Responsibilities:**

- Ground geophysical data acquisition, processing, and interpretation projects;
- Ensure sound data management, quality control, quality assurance and data authentication;

- Independently conduct and manage geophysical and geotechnical surveys;
- Process, interpret geophysical data and compile technical reports;
- Conduct geophysical research and publish findings; and
- Provide geophysical technical inputs and work in collaboration with other Directorates.

#### **DIVISION: REGIONAL GEOSCIENCE**

**Post Designation:** SENIOR GEOSCIENTIST (GEOLOGIST) GRADE 6,  
**1 X Post:** Windhoek  
**Salary Scale:** N\$ 328 139-392 158  
**Benefits:** Housing Allowance: N\$ 13 080 p.a  
 Transport Allowance: N\$ 7 680 p.a

**Minimum requirements:** An appropriate 4-year B.Sc. (Honours) degree in geology or equivalent Earth Science, plus 3 years appropriate experience in geological field mapping.

#### **Additional requirements**

- Experience in conducting scientific geological research, as well as supervising and training junior Geoscientist staff. A broad knowledge of Namibian geology is essential. The successful candidate should be able to work independently and possess good communication skills, both orally and in writing; and computer-literacy. In addition, the candidate will be expected to take initiative, work in a team environment, and provide knowledge and skill transfer to junior staff and be responsible for regular staff training. The position incorporates periods of field work in remote areas and applicants must be in possession of a valid driver's licence. The candidate should be hardworking, honest, and trustworthy.

#### **Key Responsibilities**

- Undertake geological field mapping;
- Prepare reports, thematic maps, and charts;
- Conduct geological research;
- Sampling and identifying rocks and minerals through appropriate mineralogical, petrologic, and geochemical analytical techniques;
- Write and prepare geological reports and papers for publication; and
- Supervise and train junior staff.

**Post Designation:** SENIOR CARTOGRAPHER GRADE 8  
**1x Post :** Windhoek  
**Salary Scale:** N\$220 828-263 911  
**Benefits:** Housing Allowance: N\$13 080 p.a  
 Transport Allowance: N\$7 680 p.a

**Minimum Requirements:** An appropriate recognized National Diploma (NQF L6) in Cartography, Geographic Information Systems or Geo-information Technology or Geo-spatial information science in Geology plus three (3) years appropriate experience in Cartography.

**Additional Requirements:** Ability to adapt different map-making techniques for different end users. Applicant should further be Knowledgeable on a wide range of computerized cartography-related software and highly conversant in ARCGIS. Knowledge of GIS web mapping will serve as an added advantage.

**Key Responsibilities:**

- Research, develop & design innovative cartographic techniques to meet user specific needs in the production, visualization, and geospatial outputs within a geoscience environment;
- Spearhead the accurate production and updating of geological maps and or charts into cutting-edge ways;
- To ensure the use of GIS topological rules to develop, maintain, manipulate, and facilitate validation of geospatial database content using industry standard quality control tool;
- Supervise collection, compilation and manipulation of geographic data, design, and preparation of geological maps (and related cartographic material) in graphic or digital form;
- Define quality standards and annotation to indicate quality of data used during map production;
- Routinely access and employ the usage of aerial photographs and satellite images during map production;
- Train and oversee the work of junior staff in cartographic production, according to work requirements, as well as monitor the content and accuracy of maps, charts and printing proofs produced;
- Develop training programs and mapping tools for cartographers;
- Display analytical ability and problem-solving skills; and
- Demonstrated good oral and written communication skills.

**DIVISION:** ENGINEERING AND ENVIRONMENTAL GEOLOGY

**Post Designation:** GEOSCIENTIST GRADE 8

**1x Post:** WINDHOEK

**Salary Scale:** N\$220 828 – 263 911

**Benefits:** Housing Allowance: N\$13 080.00 p.a  
Transport Allowance: N\$7 680.00 p.a

**Minimum Requirements:** An appropriate 4-years B.Sc (Honours) Degree in Geology or equivalent earth Science. The candidate should have completed modules on Engineering Geology, Geochemistry and Environmental Geology as part of their earth science qualification.

**Additional Requirements:** The successful candidate will be involved in the field of Engineering and Environmental geology with a focus on the following topics:

- Geological hazard mapping
- Engineering Geological field surveys and data management
- Mineral contamination investigation

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

The Executive Director  
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. *Previously disadvantaged persons, women and people with disabilities are strongly encouraged to apply.*

**NB: All foreign qualifications must be submitted with an evaluation of qualification from Namibia Qualification Authority (NQA). Fully completed applications must be on Form 156043 & 156094. Only candidates who meet the prescribed minimum qualification requirement will be considered for possible shortlisting and failure to complete all items on the application form for employment and not attaching the necessary documents will disqualify the application. All foreign qualifications must be submitted with an evaluation of qualification from Namibia Qualification Authority. Fully completed applications must be on Form 156043 & 156094.**

Only candidates who meet the prescribed minimum qualification requirement will be considered for possible shortlisting and failure to complete all items on the application form for employment and not attaching the necessary documents will disqualify the application.

**Closing Date: 17 January 2022**

Enquiries: Human Resources Division: Ms. Candy Nzwala/Mr. Martin K. Masake  
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