



Namibia Statistics
Agency

EXTERNAL VACANCIES: HUMAN RESOURCE PRACTITIONERS

The Namibia Statistics Agency was established in terms of Statistics Act No. 9 of 2011. The Agency is mandated, among others, to constitute the central statistical authority of the state and to collect, produce, analyse and disseminate official statistics in Namibia.

Position:	Human Resource Practitioner x 14 (6 months fixed term contract)
Reporting to:	Senior Human Resource Practitioner
Duty station:	NSA Head Office, Windhoek

Specific Requirements

- Basic knowledge of recruitment and selection procedures
- Ability to identify and implement practical solutions
- Meticulous handling and execution of all administrative tasks.
- Demonstrated skill in internal service provision / have an aptitude for service provision
- Well-developed and proven communication and interpersonal skills
- Sound understanding of HR information and records
- Ability to handle job responsibilities using own initiative

Educational Qualifications & Job requirement Experience

- A Bachelor's Degree in Human Resources Management, Industrial Psychology or a similar qualification.
- Experience in human resources administration will be an advantage.

Interested candidates may submit their applications that include a detailed CV and certified copies of relevant educational qualifications that should be hand delivered at NSA Head Office, FGI Building, Post Street Mall.

Important information to the applicants:

- The positions are per the 14 regions
- Please indicate your region of preference as you will travel during census training
- These are temporary positions, employed persons are not encouraged to apply

"As per Affirmative Action (Employment) Act, Act 29 of 1998; Namibian Citizens from previously disadvantaged groups will enjoy preferential treatment"

Only short listed candidates will be contacted and no documents will be returned.

CLOSING DATE: 03 MARCH 2023.