

Eenhana Town Council is an equal opportunity employer.

Applications are thus hereby invited from interested suitably qualified persons for appointment on the establishment of the Council.

DEPARTMENT: ECONOMIC DEVELOPMENT, ENVIRONMENT & COMMUNITY SERVICES

Post designation: 1 x Manager: Economic Development & Marketing

Salary Grade	: D3
Salary Scale	: N\$ 263 082 – 273 704 per annum
Motor Vehicle Allowance	: N\$86 314 per annum
Housing Subsidy (40%)	: N\$105,233 per annum
Housing allowance (20%)	: N\$52,616 per annum
Cell phone Allowance	: N\$8,100 per annum
Other benefits	: 13 th Cheque, Medical Aid, Pension fund and all other statutory benefits.

PRIMARY PURPOSE FOR THE POSITION:

To coordinate and exercise control over the LED and Marketing services in order to create an enabling environment for investment, small and medium enterprises and initiate partnership and other mechanism for their development and promote their growth in order to achieve Council vision, mission and strategic objectives.

KEY PERFORMANCE AREAS:

- Coordinate, Administer and control all activities and Regulations/policies for the Division
- Branding and Marketing
- Manage and administer the functions of the Division
- Resources Management
- General Economic Development
- Investment attraction and promotion
- Tourism development and promotion
- International relations

MINIMUM EDUCATIONAL QUALIFICATION AND EXPERIENCE REQUIREMENTS

- Bachelor Degree (Honors)/Post-graduate Diploma NQF level 8: from an accredited college or university. Major coursework in social sciences fields to include the following: Marketing, Development Studies, Economics & Business Management/Administration
- 3 years appropriate working experience in a corporate Business or Regional/Local Authority environment at a supervisory level.
- Code B Driver's License.

OTHER SKILLS

- Good negotiation and communication skills
- Good organization and planning skills
- Critical thinking and problem-solving skills
- Self - starter
- Technology oriented
- Metrics-driven marketing minded with an eye for creativity
- Sound working knowledge and understanding of business development, marketing and local economic development

Interested candidates should forward their comprehensive applications on prescribed Council's Application Form for Employment accompanied by the Curriculum Vitae, certified copies of Identity documents and relevant academic qualifications to:

**The Chief Executive Officer
Eenhana Town Council
Private Bag 88007
Eenhana
Attention: Human Resources Department**

or Hand delivered at Eenhana Town Council, Erf 108, Church Street, Eenhana

The Youth, Women, Racially Disadvantaged and People with Disabilities are encouraged to Apply.

ENQUIRIES: MRS MARIA P NAANDA @ 065 – 290 600/609,

Please note, faxed or e-mailed applications will not be accepted and only shortlisted candidates will be contacted & no applications will be returned.

ALL FOREIGN QUALIFICATIONS SHOULD BE ACCOMPANIED BY AN EVALUATION REPORT FROM NAMIBIA QUALIFICATION AUTHORITY (NQA).

NB: It is compulsory that all applicants complete Council prescribed APPLICATION FORM FOR EMPLOYMENT obtained at www.eenhanatc.na under Downloads

CLOSING DATE: 11 November 2022 @ 17h00