

EXTERNAL VACANCY

NAMRA is the semi-autonomous State Revenue Agency established in terms of the Namibia Revenue Agency Act, 2017 (Act No.12 of 2017). The primary mandate of the Revenue Agency is to assess and collect taxes and duties on behalf of the State and administer tax, customs and excise laws.

Vision: To be a world class Revenue Agency, serving with passion and positively impacting the livelihoods of every Namibian.

Values: Integrity, efficiency, diversity, fairness, and agility.

BUSINESS UNIT: CORPORATE SERVICES DIVISION: ASSETS AND FACILITIES WINDHOEK

Position	Director Supervisor	Job Purpose	Minimum Requirements	Added Advantage	Key Performance Areas
2x Transport Interns	Senior Transport Officer	To support the transport department in coordinating vehicle operations, monitoring transport schedules and improving operational efficiency.	Qualifications: A Bachelor Degree in Transport Management, Logistics and Supply Chain Management, Business Administration (NQF-7) or any relevant qualifications Minimum Experience: Internship experience in a similar role will serve as an advantage. Skills Required: ➤ Communication skills ➤ Analytical skills ➤ Negotiation skills ➤ Problem solving ➤ Attention to detail	A valid drivers licence.	○ Assisting with vehicle issuance and receipt. ○ Coordinate vehicle services and repairs. ○ Provide administrative support (Job cards and report writing). ○ Assisting with monthly vehicle inspection.

Application Procedure:

For applications to be valid, a submission must be made within the stated deadline and should comprise of the following:

- A cover letter, providing a detailed motivation for the position, signed by the applicant.
- An up-to-date detailed curriculum vitae.
- Certified copies of the highest academic qualifications attained.
- Foreign qualifications must be evaluated by the Namibia Qualifications Authority (NQA) and proof of evaluation of qualification should be attached.
- Certified copies of Identity Documents and all other supporting documents.

NB: Preference shall be given to Namibian Citizens and unemployed graduates.

Successful Candidates will be required to provide Proof of No Criminal Record (Certificate of Conduct) and no employment misconduct or Dishonesty.

Candidates who pass the initial test will be offered provisional appointments, subject to such candidates passing the training offered in line with NamRA recruitment requirements.

All appointments will be vetted in line with NamRA Policies.

Only online applications shall be accepted via the recruitment portal: [https://namra.mcidirecthire.com/External/Current opportunities](https://namra.mcidirecthire.com/External/Currentopportunities)

In terms of the Affirmative Action (Employment) Act 29 of 1998, qualifying females who meet the prescribed advertised requirements are encouraged to apply.

Only short-listed candidates will be contacted, and no documents will be returned to applicants.

DATE ADVERTISED: 12 MARCH 2026

CLOSING DATE: 26 MARCH 2026