



**REPUBLIC OF NAMIBIA**

---

**MINISTRY OF JUSTICE**

---

Tel: (061) 280 5322  
Enqr: Ms. M. Groenemeyer  
Email: Marian.Titus@moj.gov.na

Private Bag 13302  
Windhoek  
Namibia

Our Ref : S4/1/1    Your Ref: .....

**VACANCY ANNOUNCEMENT**

In pursuing its mandate to provide legal services and access to justice the Ministry of Justice invites applications from dynamic, self-driven and motivated suitably qualified Namibian citizens to join our team in the following roles:

**WITNESS PROTECTION UNIT**

<b>1. Job Title</b>	: Director: Grade 2
<b>Number of Posts</b>	: One (1)
<b>Duty Station</b>	: Windhoek
<b>Salary Scale</b>	: N\$ 600 319-637 063 per annum
<b>Housing Allowance</b>	: N\$ 142 104 per annum
<b>MVA Allowance (Total Costs)</b>	: N\$ 149 351 per annum
<b>Capital Costs</b>	: N\$ 116 340 per annum
<b>Running Costs</b>	: N\$ 33 011 per annum
	<b>10-year fixed contract</b>

**Minimum Requirements:**

- LLB degree (NQF Level 8) or equivalent qualification.
- 10 years' experience in the field of the administration of justice in general or criminal justice in particular.

**Additional Requirements:**

- Psychometric testing is mandatory for all shortlisted candidates.
- Candidates will be subjected to security vetting.

Address enquiries to: Ms. Marian Groenemeyer 061 – 2805322

Applicants should note the following:

- Applicants within the Public Service must attach proof of confirmation of probation to their application for employment.
- Applicants with foreign qualifications must attach proof of evaluation of such qualifications from the Namibia Qualifications Authority (NQA).
- The activities of the Ministry of Justice are of strategic importance. You are forewarned that a security clearance in respect of shortlisted candidates will be required at any time and your co-operation in that regard will be expected.
- Applicants who only partially complete and /or do not sign application forms, or who do not attach letters of confirmation of their probations in their current positions, will not be considered.
- *Applicants in designated groups are encouraged to apply.*
- *Candidates with Curriculum Vitae which do not clearly indicate the years of experience and the exact type of work experience will not be considered.*

*Please note: Only shortlisted candidates will be contacted and preference will be given to Namibian Citizens.*

Hand delivered applications may be submitted at the following physical address:

Subdivision: Executive Director Office

Third Floor

Justitia Building, Independence Avenue (Between Zoo Park and Telecom)

  
MRS GLADICE PICKERING  
EXECUTIVE DIRECTOR

