



# VACANCY

## MINISTRY OF LAND REFORM

### Directorate Regional Programme Implementation Programme for Communal Land Development (PCLD)

1x **NCLAS DATA Administrator (Contract)**

Duty station: **Windhoek**

**Minimum requirements:**

- A B-degree on NQF Level 7 in any of the following fields: Geographical Information Systems, Geosciences, Geoinformation or a related area of education and experience in managing relational databases.

**Additional requirements:**

- Candidate should be in possession of a driver's license
- Experience with spatial databases and understanding of data structures, incidental risk management, backup and synchronization techniques.
- Proficiency in software's such as ArcGIS desktop and ArcGIS Server, Quantum GIS, Postgresql /PostGIS and SQL Server
- Associated programming /scripting languages such as: NET, Java, SQL, JavaScript and Python will be an advantage.

**Remuneration:** N\$265,341.00 per annum (total cost to company) which includes: the basic salary, medical aid, transport allowance, housing allowance and Social Security. Other benefits included; will also receive the 13<sup>th</sup> cheque / annual bonus, leave days.

**Key Responsibilities:**

- Data quality assessment and functionality assessment of NCLAS -2 database
- Monitoring and reporting on NCLAS data entry, qualitative and quantitative progress
- Incident management, backup and disaster recovery of NCLAS
- Develop specifications for improvement of NCLAS system and databases
- NCLAS installation and upgrade support
- Testing and implementation of NCLAS improvements
- Geo-database management

**NB:** Applicants must submit a motivation / cover letter, a comprehensive CV highlighting the experiences and skills which make them suitable candidate for the post they apply, and attach all relevant documents as well as contact details for three (3) references that the MLR may contact. Please note that incomplete applications will not be considered and no documents will be returned.

All foreign qualifications must be submitted with an evaluation of qualification from Namibia Qualification Authority. Women and persons with disabilities are encouraged to apply.

**Period:** This is a contractual position from date of assumption of duty until 30 April 2022.

Enquiries: Ms. H. Haiping, HR Practitioner, at (061) 296 5147.

Applications must be addressed to the following address, in an envelope clearly marked "Application for Programme staffing for PCLD: Basket Fund Administrator":

*N.M.*



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**Applications must be forwarded to:**

The Executive Director  
Ministry of Land Reform  
Private Bag 13343  
Windhoek

OR

Hand delivered  
Ministry of Land Reform  
No 55 Robert Mugabe Avenue  
Windhoek

**Closing date: 28 May 2019**



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