



EXTERNAL VACANCIES

The **Namibia Airports Company** is a wholly State-owned company established in terms of the NAC Act (Act no. 25 of 1998) and governed by the Public Enterprises Governance Act (Act no.1 of 2019) and Companies Act (Act no.28 of 2004), to undertake the operations, management, and control of certain aerodromes in Namibia, and to provide for incidental matters.

POSITION: SAFETY & ENVIRONMENTAL OFFICER DEPARTMENT: OPERATIONS JOB GRADE C2

Duty Stations	Walvis Bay International Airport Andimba Toivo Ya Toivo Airport
Direct Supervisor	Chief Safety & Environmental
Primary Purpose	To coordinate and implement airport safety and environmental operations standards, policies, and infrastructure and ensure that the safety and environment guidelines and regulatory requirements are adhered to.
Field of Experience	Aviation Safety and/or airport environment in airport operations, airline, air base, or any other aviation entity;
Minimum Qualifications and Experience	Diploma (NQF level 6) in Business Administration or Airport Operations, Safety Management Systems (Aviation), Environment Management, or any other aviation, safety, or environmental-related field with 2 years of working experience, OR

	<p>Certificate (NQF Level 5) Business Administration or Airport Operations, Safety Management Systems (Aviation), Environment Management, or any other aviation, safety or environmental-related field with 3 years of working experience.</p> <p>Valid Code B Driver's License Police clearance (certificate of conduct)</p>
Added Advantage	<p>Radiotelephony License Suitable candidates are required to undergo medical examinations. Shortlisted candidates will be required to undergo a background check including police clearance</p>
Key Performance Areas	<ul style="list-style-type: none"> • Airport Safety Operations • Aerodrome Reporting • Obstacle Control • Access to Movement Areas • Apron Management • Vehicle Control • Low Visibility • Environmental Management • Works on the Aerodrome • Quality Management System and SMS • Supervision and Administration
Competencies / Skills	<ul style="list-style-type: none"> • Good understanding of aviation industry, aircraft and airport operations. • Good understanding of airport, aviation and safety and environment rules, regulations, laws and safety principles, concepts and methodologies. • In depth knowledge of equipment, tools and facilities required for safe and efficient operations of the airport. • Aerodrome Manual, Civil Aviation Act, NAMCARs, Environmental Act, NAC Act & any relevant documents. • Basic Administration process. • Radiotelephony. • Galliot or any other safety reporting system.
Enquiries relating to job content should be directed to:	<p>The Human Resources Department @ Tel: 061 295 5049/5031</p>

For the applications to be valid, a submission must be made no later than the 23rd May 2025 and should comprise of the following:

- *Cover letter,*
- *An up-to-date curriculum vitae (including career path to date) with at least two professional references,*
- *certified copies of the academic qualifications, identity documents and all other supporting documents required and submitted (**not older than 6 months**)*

NB: Qualifications obtained from non-Namibian institutions must be accompanied by NQA evaluation.

Designated persons as defined in the Affirmative Action (Employment Act, Act No.29 of 1998) are encouraged to apply.

Documents should be submitted to:

***The Human Resources Department
Division: Resourcing & Relations
Namibia Airports Company
3rd Floor, Sanlam Centre
145 Independence Avenue***

*E-mail and faxed applications will not be considered.
Only short-listed candidates will be contacted.
No documents will be returned to candidates.*