



# VACANCY

## CHIEF HUMAN RESOURCES OFFICER

Namibia Press Agency (NAMPA) is looking for a Chief Human Resources Officer who will be reporting to the Chief Executive Officer (CEO).

The job role is directly accountable for the Human Capital Strategy of NAMPA and to provide strategic leadership and direction to the Company.

### Key Responsibilities:

- Provides strategic and discipline expert contribution into the formulation of NAMPA's business strategy at Executive Management Committee level.
- Develops and implements human resources strategies aligned to the Company's overall business strategy.
- Develops and manages strategy for talent management to ensure talent direction and talent retention in order to maintain NAMPA as a leading employer of choice.
- Provides leadership in building and ensuring sound relations and engagement, competences in employees to meet short, medium and long needs necessary to realize its mandate and mission.
- Develops organizational development strategies that ensure sustained renewal of the Company in order to maintain alignment of strategy, structure, culture and employee's quality of life at work.
- Designs and maintains strategies for employee wellness, health and safety at the Agency
- Provides strategic leadership on process management and change management to ensure business processes are optimal, aligned and relevant to the business mission.
- Develops human capital plans and forecasts on an annual basis including Labour cost budgets for NAMPA to guide line management with company strategy and blueprint.

### Abilities Requirements:

- Must have a high level of integrity, communication and interpersonal skills.
- Must be able to work independently and under pressure.
- Proven track record on human capital business strategies

### Education and Experience Requirements:

- Degree in Human Resource management and a post graduate degree in Business Administration, Business Management and/or Business Leadership.
- At least ten (10) years' experience in human resources management within a corporate environment and at least five (5) years' experience at senior management level.
- Knowledge of VIP payroll Systems

**Closing Date of Application: 19 May 2017**

**Interested candidates should forward their comprehensive CV to [admin@nampa.org](mailto:admin@nampa.org)**

**Or hand deliver at Corner of Keller and Eugene Marais Street, (opposite National library/achieve),  
Windhoek**

**Only short-listed candidates will be contacted. No documents will be returned.**