



The Namibia Press Agency (NAMPA), a national and international news and information provider in Namibia, is currently seeking the services of **Journalist** (Grade C3), Duty station **Windhoek Head Office**. This position reports to the **News Editor**.

Purpose of the position

The purpose of the position of Journalist is to cover all news/feature articles timely and ensure that these conform to NAMPA style.

To come up with own story ideas and write stories thereon

To carry out any other journalistic related activities as assigned by the line editor or any authorized person.

Minimum Requirements:

- B-Degree in Journalism/Media Studies or equivalent qualifications.
- Minimum of two (2) years' experience as a Journalist
- Valid code B driver's license.
- Good understanding and use of ICT
- Excellent communication and interpersonal skills
- Excellent command of English language.
- Time management.
- Teamwork.

Key Performance Areas:

- Liaise with wide network of contacts to produce up to date news
- Conduct research to get background information on stories, including interviews with those involved in various news articles.
- Analyze and interpret information and review the accuracy thereof;
- Review own articles and ensure correct usage of grammar.
- Submit to the diary meetings "intended activities of the day" and report to the Assistant News Editor on various activities.
- Review stories by other reporters, check facts and offer suggestions for changes.
- Portrays a positive image of the company to the public at large.
- Complete deadline sometimes difficult circumstances (ability to work under pressure)
- Custodianship – ability to safeguard company assets, i.e. Camera and Video equipment.

Duty Station: Windhoek, but the incumbent must be prepared to travel throughout the Khomas Region.

Closing date: **30 September 2025**. Comprehensive application, accompanied by a detailed CV should be mailed or hand delivered to: admin@nampa.org or recruitment@nampa.org

ONLY SHORTLISTED APPLICANTS WILL BE CONTACTED!