



KATIMA MULILO TOWN COUNCIL
HUMAN RESOURCES AND CORPORATE SERVICES DEPARTMENT

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Private Bag 5009
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KATIMA MULILO TOWN COUNCIL
An equal opportunity employer

VACANCIES

DEPARTMENT: INFRASTRUCTURE PLANNING AND TECHNICAL SERVICES

1x POST: HEAD: PROPERTIES AND HOUSING (PATTERSON D1)

Salary scale	: 260 858 – 277 193
Housing allowance	: 40% of basic salary with a bond
	: 20% of basic salary without a bond
Vehicle Allowance	: 10 512.00 per annum

Main Purpose of Position

To administer and oversee a wide range of property transactions related to the sale/disposal of council property, and to inform and report on such transactions accordingly.

Minimum Educational Qualification and Experience Required

- ❖ 3 year Diploma in property studies or land management plus 5 years' experience on supervisory level OR
- ❖ Degree in Properties Studies plus 3 years' experience in the administration of properties, of which at least 1 year should have been in a supervisory capacity.

Special Requirements

- ❖ Driving licence code B
- ❖ Registration as peace officer

Key Performance Areas

- ❖ Disposal/sale of council owned property (land and buildings)
- ❖ Preparation of addendums to council and execution of resolutions
- ❖ Staff supervision and related administration
- ❖ Training and support

THE COUNCIL OFFERS THE FOLLOWING BENEFITS:

Attractive pension scheme, vehicle scheme, medical scheme, 13th cheque and attractive leave per annum.

Written applications, detailed CV, proof of citizenship and certified copies of qualifications should be attached to your application and then be forwarded/addressed to: **The Chief Executive Officer, Katima Mulilo Town Council, Private Bag 5009, Katima Mulilo.**

Enquiries can be directed to the Department of Human Capital at 066 261500/30. Previously disadvantaged Namibians, women and people with disability are encouraged to apply. No documents will be returned. Only short-listed candidates will be contacted. Foreign qualifications should be accompanied by evaluation reports from NQA.

Visit the official website of Katima Mulilo Town Council for position specifications:
<https://kmtc.org.na>

CLOSING DATE FOR APPLICATIONS IS FRIDAY, 10 NOVEMBER 2025.

NB: No emailed or faxed applications will be accepted.