



nampost®

Vision: A modern, vibrant, customer centric company that delivers value for its stakeholders.

Vacancy – Manager: Training & OD

Division: Training and Organisational Development

Department: Human Resources

Office: Windhoek

Primary purpose of position

To plan, direct, control and administer the training and organisation development function. This includes identifying, developing, and managing all training and development and organisational development efforts and related specialised services for the company, and providing day-to-day support to all business units in training and related matters.

Key Performance Areas

- Training programme and projects
- Performance Management
- Organisational development and related interventions
- Policies and procedures
- Staff Management
- Budget
- Specialised Services

Educational and experience requirements

A bachelor's degree in Human Resources Management. A relevant training/education qualification will be an advantage.

Five years' work experience in the field of human resources management, of which at least three years should have been in training management and organisational development in an organisation of similar magnitude and complexity. Experience in organisational development, talent management and performance management will be an advantage.

Skills and Knowledge requirements

- Sound knowledge of the labour and Vocational Education and Training Act.
- Systematic and able to look at solutions from a practical perspective.
- Ability to develop and implement continuous improvement concepts.
- Sound communication skills enabling the incumbent to explain training related concepts and requirements to a wide-ranging audience.
- Sound knowledge of training and human resources best practice principles and practices, applied in a corporate environment.
- Strong managerial and organisational development skills.

Other requirement

Code B Driver's licence

Closing Date: 20 February 2024

Candidates who comply with the above criteria and competency areas should apply through the following link <http://www.nampost.com.na/corporate/vacancies>.

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