

STOCK CONTROL OFFICER (GRADE C2)



NAMIBIA TRAINING
AUTHORITY

Duty Station: Nkurenkuru VTC

Reporting to: Asset Management and Maintenance Coordinator

Purpose: Responsible for administering all assets and inventories at the VTC.

Key Performance Areas

- Asset Registry
- Asset Management
- Stock Management

Qualifications and Experience

- A Diploma in Bookkeeping or related qualification from a recognised institution (NQF Level 6).
- Three (3) years' relevant experience.

Required Competencies

- Communication and Interpersonal skills
- Report writing skills
- Organising skills

Closing Date: 22 October 2025

Applications should be couriered or hand delivered at Nkurenkuru Vocational Training Centre, ERF No. 2109 Ext. 6 OR NTA Village, Rand Street, Khomasdal (former Rössing Foundation). P. O. Box 70407 Khomasdal. Tel +264 61 2078 550.

The NTA is an Equal Opportunity Employer and candidates from designated groups are encouraged to apply. Please note that reference checks and competency assessment tests will be conducted, and qualifications will be verified. Only shortlisted candidates will be contacted. Only certified documents will be accepted. **All applicants with foreign qualifications must submit their application(s) by attaching their Namibia Qualifications Authority (NQA) evaluation results/records.**

The NTA reserves the right not to make any appointment in this position.