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The National Youth Service (NYS) is a youth development service institution, established by the National Youth Service Act (Act No. 6 of 2005) with the mission “to sustainably provide recognized and accredited training, enhance youth employability and inculcate a sense of nationhood through voluntarism and civic responsibility”.

In contributing to the sustainable socio-economic development, NYS offers the Namibian Youth employment opportunities through its Youth Security Services (YSS). This empowerment vehicle for the NYS graduates act as an interim employment opportunity before they establish themselves within their qualifications.

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### **VACANCY**

The National Youth Service’s Youth Security Services is looking for a dynamic and self-driven individual to fill the positions of:

**Job Title:** Manager, Youth Security Services  
**Contract Period:** Two (2) Years  
**Duty Station:** Windhoek  
**Reporting:** The incumbent reports to the Executive Commercial Services

### **PURPOSE OF THE JOB**

To manage the day to day operations and serve as Head of Youth Security Services.

### **KEY PERFORMANCE AREAS**

- **Operational Management:** Manage and Coordinate security operations in line with the set standards; and maintain healthy relationship with clients.
- **Continuous improvement:** Ensure continuous improvement on security mode of operations.
- **Financial Management:** Plan, submit and manage budget for security operations and ensure timely revenue collection from clients.
- **General management function:** Ensure efficient and effective deployment and continuous development of security personnel.

## **MINIMUM REQUIREMENT**

- National Diploma/Degree in Police Science or Security Management or relevant tertiary qualification.
- At least Five (5) years practical experience in the field of security industry / Police/Military services, including three (3) years at supervisory level.
- In possession of a Driver's License.
- No criminal record (latest police clearance certificate to be attached).
- Computer Literate (MS Office)
- Knowledge of Namibian Labour Act, (Act No. 11 of 2007)
- Good Health – Medical fitness
- Flexibility and ability to work after hours.
- Namibian Citizen or permanent resident.

## **KNOWLEDGE/SKILLS/COMPETENCIES**

Excellent verbal and written communication skills, good interpersonal skills, attention to details, higher value of integrity and honesty, teamwork and ability to collaborate effectively with other organizations, self-starter and ability to work under pressure.

## **DOCUMENTS**

Applications in writing supported by a comprehensive CV and supporting documents to the Manager: Human Resources, **NYS House, 12-14 Haddy Street, Windhoek West** or posted to P.O Box 32269, Pionierspark. No faxes or emails will be accepted.

The closing date for applications is **31 May 2021**.