



nampost®

**Vision: A Modern, Vibrant, Customer Centric Company
that delivers value for its stakeholders.**

Vacancy – Zone Controller x2

Section: Courier

Department: Retail Channel

Office: Ondangwa & Rundu

Primary purpose of position

Supervise and control all incoming and outgoing shipments as well as the supervision of drivers, walkers and cargo handlers for his / her respective area.

Main Responsibilities

- Shipment Receiving & Shipment Dispatch
- Compliance to all Transport Management System requirements (including scanning etc.)
- Human Resources Supervision
- Customer Care
- Cash handling
- Safety and Security

Educational and experience requirements

Grade 12 Certificate with 3 years relevant experience of which 1 year should be supervisory level.

Skills and Knowledge requirements

- Computer literacy
- Accuracy
- Arithmetic skills
- Mechanical aptitude
- Time Management

Personality requirements

- Assertive and decisive
- Customer Orientated
- Friendly
- Helpful
- Honest
- Reliable
- Punctual

Other: Min of Code CE driver's license with valid GP

Closing Date: 13 September 2024

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

Note: NamPost is an Equal Opportunity Employer and operates in line with affirmative action guidelines.