



EMBASSY OF THE UNITED STATES OF AMERICA

*The Embassy of the United States of America in Windhoek is seeking an individual for the position of **Warehouse Supervisor**. [Position Grade: FSN 7]*

STARTING SALARY: N\$ 253,629 gross per annum

Under the direct supervision of the General Services Officer, the incumbent is responsible for managing all aspects of non-expendable and expendable property at the warehouse to include receiving, inventory control, property distribution, local and specialized procurement and property disposal.

Required Qualifications and skills:

1. High School Diploma (Grade 12) and Diploma in Warehouse Management is required.
2. Five years of warehouse experience and one year supervisory experience is required.
3. English Reading/Speaking/Writing Level IV (Fluent) is required. This will be tested.
4. At least one other local language (Reading/Speaking/Writing Level II or III) is required.

Interested persons should submit a completed DS-174 form (available at the U.S. Embassy reception, 14 Lossen Street, Ausspannplatz or at <http://windhoek.usembassy.gov>) and a current CV to the Human Resources Assistant at the Embassy by 17:00 on or before **December 5, 2014**.

Applications may be mailed to P/Bag 12029, Ausspannplatz, Windhoek, or submitted via e-mail to HROWindhoek@state.gov.

Only short listed candidates will be contacted. Please submit copies of relevant documents. Applications submitted will not be returned.

Please note that all vacancies within the US Embassy are advertised on the following website:
<http://windhoek.usembassy.gov>