



## **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 Laborer.

The incumbent serves under the direct supervision of the Storekeeper and performs unskilled manual labor related tasks and minor semi-skilled administrative functions

### **Required Qualifications and skills:**

1. High School Diploma (Grade 12) is required.
2. Six months general labor work experience is required.
3. Must be familiar with basic safety practices. Knowledge of simple hand tools is necessary.
4. Valid Code 8 driver's license is required.
5. English Level III and one local language required. Your proficiency in English will be tested.
6. Ability to lift heavy items such as furniture, shipping crates and office equipment. Ability to complete tasks according to supervisor's instructions. Ability to obtain a C1 license on own accord within six months of appointment.
7. Basic MS Word and Outlook skills required.

Interested persons should submit a completed DS-174 form (available at the U.S. Embassy reception, 14 Lossen Street, Ausspanplatz or at <http://windhoek.usembassy.gov>) and a current CV to the Human Resources Officer at the Embassy by 17:00 on or before **June 24, 2014**.

Applications may be mailed to P/Bag 12029, Ausspanplatz, Windhoek, or submitted via e-mail to [HROWindhoek@state.gov](mailto: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>**