



NAMCLEAR is the Namibian Automated Clearing House (ACH), licensed as a Payment System Operator and the designated Financial Markets Infrastructure (FMI) for the Namibian payment industry.

Corporate Social Responsibility & Stakeholder Relationship Officer (C4)

The Corporate Social Responsibility (CSR) and Stakeholder Relationship Consultant act as Namclear's 'conscience', championing and developing the ethical, environmentally friendly, and community-minded side of a business. The job involves creating links between the business and the community, raising positive awareness, and developing strategies for building strong relationships with Namclear's key stakeholders by identifying the most fruitful ways to enhance their understanding of our company's message and objectives.

Main Responsibilities:

- Coordinating and steering the CSR Committee
- Implementing, monitoring and reporting on CSR projects
- Raising public awareness of a company's social responsibility commitments through marketing.
- Creating partnerships with clients, employees, suppliers, charities, and other groups
- Stakeholder Relationship Management
- Liaising with Management to ensure adequate response to stakeholder queries
- Building a caring, trusting, honest, ethical, and open relationship that advances mutual coexistence and shared value creation with stakeholders
- Managing risk, reputation, legitimacy, and relationship building to create a sustainable future for all stakeholders
- Brand Management and procurement of company-branded products
- Organizing Company Events

Minimum Academic and Professional Qualifications:

- Relevant undergraduate or postgraduate degree in any discipline (PR, Marketing or Management)
- Diploma in Communication and Stakeholder engagement will be an added advantage

Minimum experience Required:

- At least 3 to 5 years' experience in a similar role

In return for your skills, as an equal opportunity employer offers a generous remuneration package and attractive fringe benefits in keeping with the position and the company's calibre. Follow the link for the NAMCLEAR Employee Value Proposition - <https://www.namclear.com.na/what-we-offer-our-employees/>

Preference will be given to Namibian citizens and designated persons as prescribed by the Namibian Affirmative Action Act. Interested applicants complying with the requirements mentioned above must forward a detailed CV and motivational letter as one PDF document not bigger than 5MB to hr@namclear.com.na or upload your CV on the NIEIS portal - nieis.namibiaatwork.gov.na

Only shortlisted candidates will be contacted.

CLOSING DATE: 24 April 2024