

VACANCY



The Namibia Financial Institutions Supervisory Authority (“NAMFISA; the Authority”) is an independent institution established by virtue of Act No. 3 of 2001 to regulate and supervise financial institutions in Namibia as mandated by various acts of Parliament. NAMFISA is an equal opportunity employer and invites competent & suitably qualified candidates to apply for the following position:

LEGAL OFFICER DIVISION: INSURANCE AND MEDICAL AID FUNDS

THE POSITION REPORTS TO THE GENERAL MANAGER

JOB PURPOSE:

The purpose of this job is to provide the line departments of NAMFISA with legal advice and related services. This job is within the Prudential Divisions and the incumbent reports to the General Manager of the division.

KEY ACCOUNTABILITIES:

- Advise the Insurance & Medical Aid Funds Division on legal matters and on other ancillary matters referred by the line departments;
- Draft and review draft legislation to minimize ambiguity and legal incorrectness;
- Review communications, consumer education bulletins, circulars or press releases of line departments;
- Ensure that the Insurance & Medical Aid Funds Division stay abreast of any legislative changes that might have an impact on the Authority;
- Monitor changes to legislation in jurisdiction in the SADC to ensure that the stated objective of the community viz. harmonization of legislation in the region, is met.
- Provide assistance in consumer education, actual inspections, public consultations and forums.

QUALIFICATIONS AND EXPERIENCE:

- LLB degree
- Admission in terms of Legal Practitioners' Act of 1995
- Three (3) years' experience as an admitted legal practitioner
- LLM in commercial, financial law, or financial services regulation would be an advantage.

KNOWLEDGE OF:

- Financial services industry
- Accounting
- Analysis of financial statements
- Specialized legal software
- Relevant acts and regulations related to financial services law and other applicable laws
- Advanced company law
- Administrative law

SKILLS:

- Problem solving skills
- Interpersonal skills
- Mentoring and coaching skills
- Computer literacy skills
- Financial skills
- Judgement ability

- Planning skills
- Prioritizing skills
- Listening skills
- Negotiation skills
- Leadership skills
- Research skills
- Analytical skills
- Writing skills

REMUNERATION:

NAMFISA offers a market-related total cost to company package based on work experience and qualifications. The package includes retirement and medical aid benefits.

We encourage energetic, dynamic and results-driven team players to forward their applications to:

Vacancies

Human Resources Manager, P. O. Box 21250, Windhoek

OR

Hand deliver to:

Upper Ground Floor, 51 – 55 Werner List Street, Gutenberg Plaza

OR

E-mail to: hr@namfisa.com.na

Deadline for applications: Friday, 28 May 2021

As per Affirmative Action (Employment) Act, Act 29 of 1998, Namibian Citizens from disadvantaged groups and persons with disabilities will receive preferential treatment and are encouraged to apply.

Please note that certified copies of qualifications and identification documents should be attached to your application. Only short-listed candidates will be contacted and no documents will be returned.

No faxed applications will be accepted.

NAMFISA reserves the right not to make an appointment in this position.

