

**THE EMBASSY OF THE REPUBLIC OF NAMIBIA  
TO THE KINGDOMS OF BELGIUM AND THE NETHERLANDS AND THE GRAND DUCHY OF  
LUXEMBOURG AND MISSION TO THE EUROPEAN UNION**

The Trade Office at Embassy of the Republic of Namibia to the Kingdom of Belgium and the Netherlands and the Grand Duchy of Luxembourg and Mission to the European Union requires the services of a Commercial (Trade) Assistant. Applicants must be in possession of a valid work and residence permit for Belgium as well as clear references.

**Applicants for this position should at least possess the following skills:**

- Fluency in English, French and Dutch language (Knowledge of any other language will be an added advantage)
- Be able to observe code of ethics<sup>1</sup> especially when on duty
- Basic financial / accounting knowledge
- Office and Administrative management
- Carry out travel arrangements
- Basic procurement procedures
- Stock management

**The successful candidate will be required:**

- To undergo a 6 months probation period
- To demonstrate the required skills to the satisfaction of the Trade Office

To apply, kindly forward your application letter in English, including CV and copies of certificates, residence permits and references before Wednesday, October 18, 2017 to [nam.emb@brutele.be](mailto:nam.emb@brutele.be) or to:

The Ambassador  
Embassy of the Republic of Namibia  
Avenue de Tervueren 454  
1150 Brussels

Only shortlisted candidates will be contacted and interviewed on the date to be communicated to them.