



CAREER OPPORTUNITY

We offer a unique opportunity to join Namibia's most respected and fastest growing trading group that offers the training and exposure required to qualify for outstanding career opportunities. Persons who meet the requirements are invited to apply for the following position

Administrative Clerk – Oranjemund

The successful applicant will assist the Administrative Supervisor with all administrative controls and procedures to ensure effective administration of the branch. The suitable candidate must have R10 | 0 | | | | | experience, including of Debtors/ Creditors and dealing face-to-face with customers, be a relief cashier, be computer literate and fully conversant with Microsoft Office. S/he should have excellent communication, interpersonal, numerical and well-developed administration and time management skills.

We offer a competitive market-related salary, a generous performance bonus, pension and medical aid cover, plus the usual benefits associated with a large organisation.

Visit our website www.megabuildonline.com for more information on Pupkewitz MegaBuild.

Apply in strictest confidence, submitting a detailed CV to:

The HR Department,
Pupkewitz MegaBuild, PO Box 5087,
Windhoek.

Applications can also be e-mailed to:
hra@mps-pupkewitz.com
or faxed to 061 279 840

We are an equal opportunity employer.

CLOSING DATE: 15 February 2013



Only short listed
candidates
will be contacted.