



# VACANCY Application Process

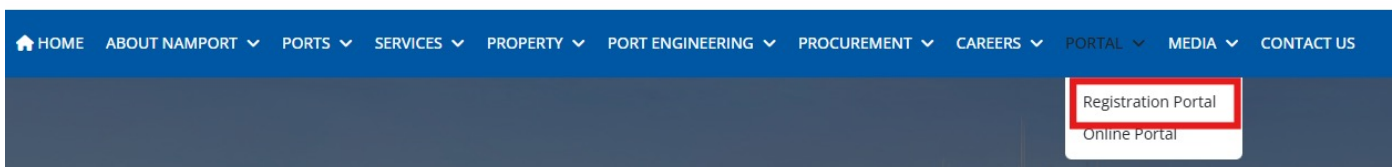


Thank you for your interest in joining Namport.

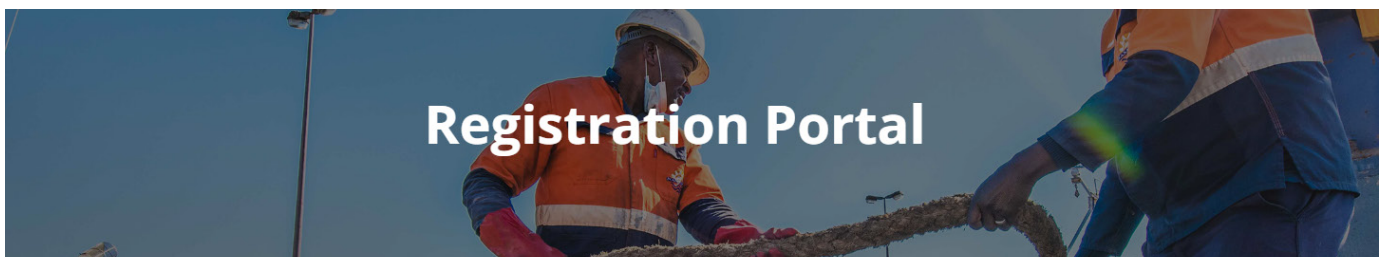
Kindly note that all job applications must be submitted online via the Namport website at [www.namport.com.na](http://www.namport.com.na)

## Step 1: Register on the Namport Portal

- Go to the **Namport website** → select **Portal** → then click **Registration Portal**.



- then click register as an Individual
- Click on **Get Started** to create your online profile.



### Categories

- REGISTER (INDIVIDUAL)  
all about you
- REGISTER (SUPPLIER)  
our valued suppliers
- REGISTER (AGENT)  
only for agents
- REGISTER (COMPANY)  
for companies with accounts

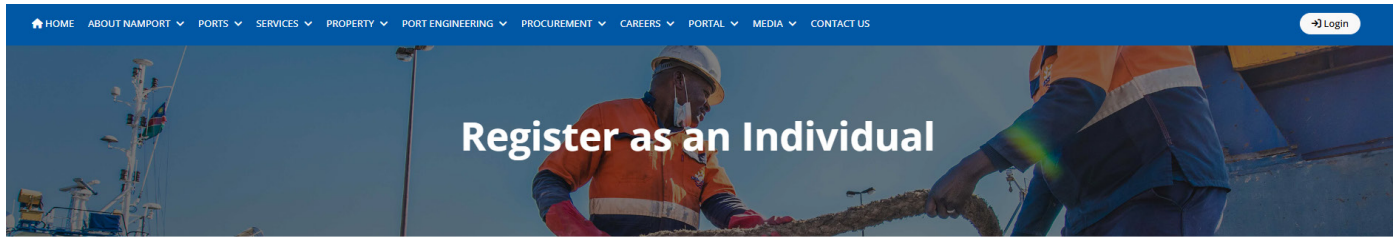
### Register as an Individual

At NAMPORT, we're committed to providing you with the most personal and fulfilling experience on our website. Register as an individual if you want the following:

- Interested in new content from Namport
- Want to apply for vacancies online
- Simplify your online presence on the Namport Website

[Get started](#)

- Complete all required fields and create a secure password, Click SIGN ME UP!



Registration form fields:

- First name...
- Last name...
- ID number...
- Email...
- Password...
- Confirm Password...
- I'm not a robot (hCAPTCHA)
- Sign me up!**

### Individual Registration

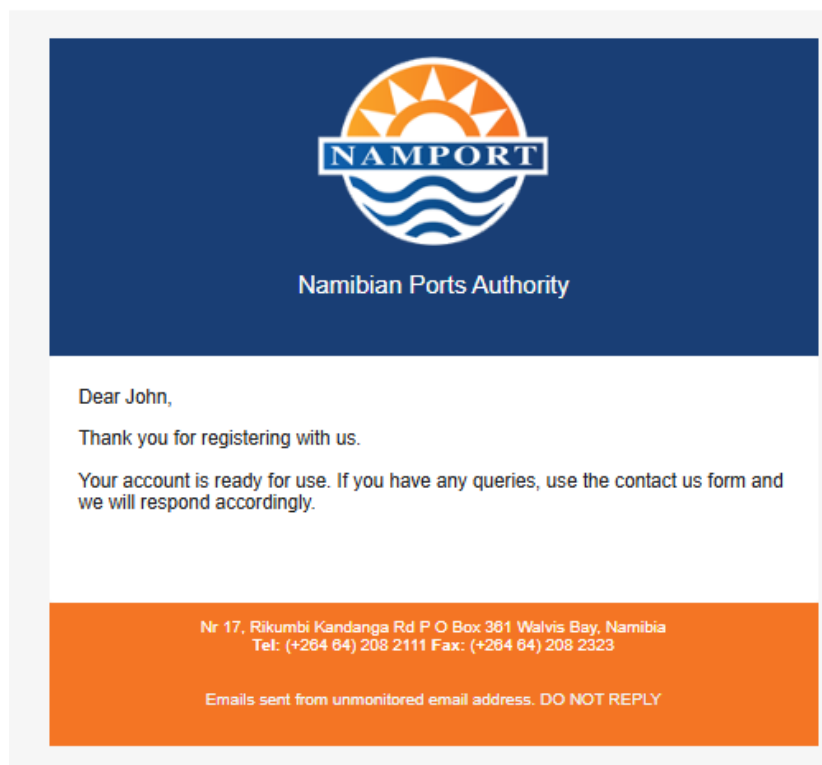
This means you are just registering a personal account on Namport for your own use.

### Simple Registration

We really dont want to take up a lot of your time. We will keep things simple for now. Anything else we need, you can do at your own time

- Once this step is completed, a green pop-up message will appear. An email will then be sent to the email address used during registration.

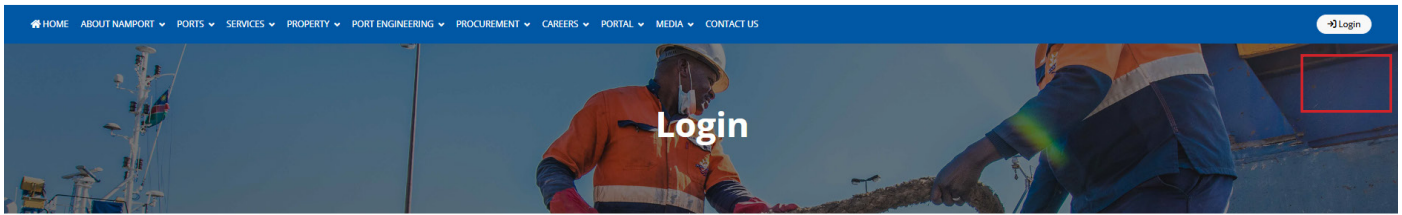
Registration successful. Please check your inbox for further instructions.



## Step 2: Log in to Your Profile

Once registration is complete:

- Log in using the email address and password you registered with.
- You will see your personal dashboard after logging in.



Login to the Website

Email Address  
Email address

Not Registered?  
Do not despair, you can register right here  
[Registration Portal](#)

Password  
Account password

Forgot Password?  
Again, do not despair, we got you...  
[Forgot My Password](#)

I'm not a robot

hCAPTCHA

[Login](#)

https://www.namport.com.na

## Step 3: Complete Your Profile

Your profile must be **100% complete** before you can apply for any vacancy.

Follow these steps carefully:

- Fill in all sections: **User Profile, More Details, References, and Documents.**
- After completing each section, click **Update.**

100% complete

- USER PROFILE**  
all about you
- MORE DETAILS**  
demographic info / preferences
- REFERENCES**  
reference information
- YOUR DOCUMENTS**  
cv's, certificates, etc..
- MY APPLICATIONS**  
the jobs you have applied so far
- CHANGE PASSWORD**  
your security

Welcome John Doe

This is your profile page. From here you can access and modify your account, upload documents and change your password

**Profile**

**Personal Details**

First Name \*  
John

Known as Name (Nickname)

Surname \*  
Doe

Maiden Surname

Date of Birth (dd-mm-yyyy) \*  
01-03-2000

Nationality \*  
Namibia

Country of Citizenship \*  
Namibia

ID/Passport Number \*  
00030100597

Are you eligible to work in Namibia \*  
Yes

**Contact Details**

Primary Email Address  
john.doe@gmail.com

Cellphone Number \*  
0816597884

Telephone Number

Region  
Erongo

Residential Address \*  
No 1 Main Street, Walvis Bay

Postal Address \*  
P.O. Box 1234  
Walvis Bay  
Namibia

[Update](#)

- Fill in all sections: **User Profile, More Details, References, and Documents.**
- After completing each section, click **Update.**
- Repeat this process for every tab.
- Ensure that all **mandatory documents** are uploaded under **“Documents”** (this includes your CV, your ID and your qualifications).

## 100% complete

- USER PROFILE**  
all about you
- MORE DETAILS**  
demographic info / preferences
- REFERENCES**  
reference information
- YOUR DOCUMENTS**  
cvs, certificates, etc..
- MY APPLICATIONS**  
the jobs you have applied so far
- CHANGE PASSWORD**  
your security

## Profile Documents

Upload your documents to your profile. This can include CVs, certificates, cover letters, etc

### Upload

Click on the document icon and select your document. Enter document title and click the upload button. The document will be uploaded and added to the list on the right.

Document Title

Document Type

Select

File not selected

File upload limit (3Mb). PDF Files ONLY

Upload

### Document List

#### File

- John Doe ID - 30uk\_John-Doe\_ID\_50104.pdf  
Document Type: ID
- John Doe CV - ha7v\_John-Doe\_CV\_50104.pdf  
Document Type: CV
- John Doe Qualifications - 7rmi\_John-Doe\_Qualifications\_50104.pdf  
Document Type: Qualification

## Step 4: Apply for a Vacancy

Once your profile shows **100% completion**:

- Go to **Careers → Vacancies.**
- Select the position you wish to apply for.
- Click **Apply** and follow the prompts.

HOME ABOUT NAMPORT PORTS SERVICES PROPERTY PORT ENGINEERING PROCUREMENT CAREERS PORTAL MEDIA CONTACT US

Vacancies

Namport Young Talent Curatorship  
PE Board of Directors e-Recruitment



### Human Capital

- Vacancies
- Namport Young Talent Curatorship Programme

## Vacancies

### Equal Opportunity Employer

Namport is an equal opportunity employer and will not discriminate against any employee or applicant on the basis of age, color, disability, gender, national origin, race, religion, sexual orientation, veteran status, or any classification

### Current Vacancies List

Job Title	Deadline	Days Left	View
MANAGER: SECURITY & EMERGENCY SERVICES	15-May-2026	3	<a href="#">view</a>
OCCUPATIONAL HEALTH & SAFETY SPECIALIST	15-May-2026	3	<a href="#">view</a>


## Vacancies

### Equal Opportunity Employer

Namport is an equal opportunity employer and will not discriminate against any employee or applicant on the basis of age, color, disability, gender, national origin, race, religion, sexual orientation, veteran status, or any classification

[← Back to list](#)

### MANAGER: SECURITY & EMERGENCY SERVICES

Deadline	Day Left Before Deadline	Apply Online
15 May 2026	 3	<a href="#">Apply Online</a> Welcome <b>John Doe</b> . Apply for this vacancy using our one click process

Welcome **John Doe**

### MANAGER: SECURITY & EMERGENCY SERVICES

You are about to apply for the post above. The application process is simple. This assumes that your profile is up to date and contains your CV and qualifications and any other documents

I hereby confirm that all my relevant documents as required are attached

[Apply now](#)

- Once your application have been submitted you will receive an email acknowledging receipt of your application.

## IMPORTANT NOTES

- Applications are only accepted through the Namport portal [www.namport.com.na/careers/](http://www.namport.com.na/careers/) -**emails or hand-delivered applications will not be considered.**
- Please ensure your information and documents are accurate and up to date.
- Ensure that all submitted documents are in PDF format and comply with the specified file size requirements. Non-compliant formats or sizes may result in documents being inaccessible during the review process.
- It is ideal to make account amendments/updates before applying for the preferred position, or at least 7 days after applying for a position.
- You may update your profile at any time by logging back into the portal.

**We wish you all the best with your application!**

**Human Capital Department**

*Namibian Ports Authority (Namport)*