

VACANCY



The Namibian College of Open Learning is an educational institution established by an Act of Parliament which provides courses for adults and out-of-school youth.

We are committed to providing wider access to quality educational services for our learners and other customers using a variety of open learning methods.

NAMCOL IS AN EQUAL OPPORTUNITY EMPLOYER AND INVITES SUITABLE CANDIDATES TO APPLY FOR THE VACANCY

POSITION:	GRADUATE INTERN: CAMPUS RADIO STATION
DIRECTORATE:	CURRICULUM AND MATERIALS DEVELOPMENT (eLearning Unit)
DUTY STATION:	WINDHOEK, KATUTURA (HEAD OFFICE)
ALLOWANCE:	N\$3500 PER MONTH
DURATION:	TWO (2) YEARS
REPORTING TO:	EDUCATIONAL BROADCAST COORDINATOR

JOB PURPOSE:

The Graduate Intern is responsible for operations in the campus radio studio and will benefit from hands-on experience in live broadcasting and studio technology.

KEY PERFORMANCE AREAS:

- **Live On-Air Presenting**
Conduct interviews and deliver live announcements, articles, and sports segments.
- **Technical Studio Operations**
Operate studio mixers, MAC computer, telephone hybrid systems, and MIXXX software.
- **Outside Broadcasts**
Set up portable sound systems and manage live audio mixing for remote broadcasts
- **Administration & Development**
Provide studio support, draft reports, and participate in continuous training.

REQUIREMENTS:

- Diploma in Radio Production, Bachelor's Degree in Media Studies or similar, Specialising in Radio.
- Academic research projects or previous student internship experience.

KNOWLEDGE , SKILLS & ATTRIBUTES:

- Basic familiarity with broadcast software (e.g., MIXXX or similar).
- Excellent written and verbal communication, plus strong radio operational understanding.
- High professionalism, integrity, attention to detail, commitment to factual reporting and confidentiality.

Interested candidates meeting the requirements should email their CV and supporting documents to: nepolo@namcol.edu.na and Kaandala@namcol.edu.na

Kindly note that only shortlisted candidates will be contacted.

Telephone enquiries: (061) 320 5235/5263/5260

Closing date for the applications is: **MONDAY, 17 AUGUST 2026**



NAMCOL

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www.namcol.edu.na



TAKING EDUCATION TO THE PEOPLE