



### Office of the Vice-Chancellor

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### Chief Legal Adviser

#### Requirements

An LLB with at least ten years of relevant experience. Must be admitted as a Legal Practitioner. Must have excellent communication skills and critical thinking and decision-making abilities. Must be proactive and have the ability to work independently with various stakeholders. International and national higher education experience is an advantage. Exceptional talent with less experience may be considered.

#### Job Description

Draft and/or review contracts and legal agreements; interpret laws, rules and regulations; provide advice on various litigation matters and various functions of the University; analyse the probable outcomes of cases, using knowledge of legal precedents; evaluate findings and develop strategies and arguments for preparation and presentation of cases; gather evidence to formulate defences or to initiate legal actions; study the statutes, regulations and decisions to determine ramifications in their applications; prepare sound and contextually relevant legal opinions; monitor and identify legal risk; work closely with the Vice-Chancellor and perform advisory duties as required by the Vice-Chancellor or Council.

#### APPLICATION PROCEDURE

Applications in writing, accompanied by a Curriculum Vitae, giving full details of work experience and proof of qualifications, should be submitted to:

**The Director: Human Resources, Namibia University of Science and Technology, Private Bag 13388 or 13 Storch Street, Windhoek, NAMIBIA.**

Applications may be emailed to: [recruitment@nust.na](mailto:recruitment@nust.na) On e-mail applications, please enter the title of the position in the subject line. All foreign qualifications will be validated by the NQA.

#### BENEFITS

**NUST offers a remuneration package which includes the following fringe benefits:**

- \* Pension Fund
- \* Medical Aid Scheme
- \* Annual Bonus
- \* Housing Allowance

**CLOSING DATE: 31 MARCH 2017**

**ASSUMPTION OF DUTIES: ASAP**

Only shortlisted candidates will be contacted. No documents will be returned.