

## **VACANCIES AT THE SADC SECRETARIAT**

The following post is vacant at the SADC Secretariat in Gaborone, Botswana:

### **Senior Programme Officer – Trade**

Interested candidates are requested to send their applications in soft copy only (word format) by Friday 21 February 2025, 14:00 hours, to:

### **Director Cooperation**

### **Regional Integration Division**

### **Ministry of Foreign Affairs, Regional Integration and International Trade**

**Email address: [mofarc@govmu.org](mailto:mofarc@govmu.org)**

The Applications should include the following:

- Duly completed SADC Application Form;
- A short covering letter, describing how the qualifications, experience and competencies of the prospective candidate are relevant to the position;
- A five-page updated Curriculum Vitae; and
- Certified copies of Degree(s), Diploma(s) and Certificate(s).

*Uncertified copies of Certificates will not be accepted - The required documents can be certified as true copies by a notary, lawyer or Government Authority.*

**The age limit of the candidate is 52 years.**

Applications sent directly to the SADC Secretariat will not be considered. Only qualified candidates who will be considered for interview will be contacted by the SADC Secretariat.

Details about the job description and application form are available on the websites of the Ministry (<http://foreign.govmu.org>) and the SADC Secretariat (<https://www.sadc.int>).

**Ministry of Foreign Affairs**

**Regional Integration and International Trade**

**03 February 2025**