



BOTSWANA BUREAU OF STANDARDS

Botswana Bureau of Standards is a parastatal organization established by an Act of Parliament. It has the responsibility of ensuring that products manufactured and imported into Botswana as well as services provided are of acceptable quality and its scope of activities include among others; preparations of national standards, inspection and testing, product and company certification, training, and dissemination of standards and quality related information.

Employment Opportunity

Applications are invited from suitably qualified candidates for the following position:

Public Relations Officer Vacancy No. 47/2011/2012

Job Summary and Requirements

The successful candidate will be expected to pro-actively promote awareness and positive image, and the aims, objectives and activities of the Bureau to enhance its effectiveness.

The successful candidate will have a Degree or Diploma in Public Relations or equivalent. Degree holders should have a minimum of three years experience while Diploma holders should have at least five years experience.

REMUNERATION

BOBS offers competitive and attractive remuneration packages to the most suitable candidates including Group Life Cover, Optional 50% Contributory Medical Aid Scheme, Contributory Pension Scheme (Employee 5 % and BOBS 15% of basic pay), Workman's Compensation Cover, Personal Accident Cover and Employer negotiated Non Guaranteed Loan Schemes (Housing, Personal and Motor Vehicle).

A detailed CV, names of three referees and certified copies of certificates should accompany applications which should be clearly marked on the envelope the position and vacancy number applied for. Electronic applications should strictly be sent under one file/folder containing copies of the required documents. Applicants are also advised to indicate their current salary packages. **BOBS will only enter into correspondence with candidates that comply with the specified requirements and are shortlisted.**

Applications should be received on or before **18th February 2012** and should be addressed to:

The Managing Director
Botswana Bureau of Standards
Private Bag BO 48
Plot 55745, Main Airport Road,
Block 8, Gaborone
Botswana

Telephone Number: 3903200. Fax Number: 3903120. Toll Free Number: 0800 600 900
Or E-mail to: **recruitment@bobstandards.bw**