



INTERNAL AND EXTERNAL RECRUITMENT

The Land Administration Authority (the Authority) seeks applications from qualified, competent and highly motivated individuals to fill the following positions within the organisation. The position is based in Maseru. It requires good spoken and written Sesotho and English. A competitive and market-related remuneration package including non-contributory benefits is offered. Brief description of each position is provided below.

1. Director Legal and Registration Services (1)

Job Scope:

The incumbent is responsible for providing strategic leadership and oversight of legal and company secretarial services within the Land Administration Authority (LAA), including litigation, legal advisory services, dispute resolution, deeds registration, and compliance with legal, governance, and regulatory requirements. The Director Legal and Deeds Registration Services is responsible for ensuring the effective examination, attestation, and registration of deeds and other registrable instruments, maintaining statutory registers, filing annual returns, organizing LAA board meetings/minutes, and updating the Authority's details with relevant authorities, as well as overseeing dispute resolution processes in accordance with the Land Administration Authority Act and the Deeds Registry Act. The Director of Legal and Deeds Registration Services also fulfils the statutory functions of Registrar of Deeds, ensuring that property rights are recorded and protected through an efficient, transparent, and legally compliant deeds registry system.

Key Result Areas (KRAs)

- Provision of sound legal advice on matters relating to land administration and management.
- Efficient and legally compliant examination, attestation, and registration of deeds and related instruments.
- Effective planning and implementation of work plans and programs within the Legal Services Division.
- Professional execution of statutory powers and responsibilities of the Registrar of Deeds.
- Effective management of the organization's legal, regulatory, and administrative obligations, ensuring compliance with all relevant legislation.
- Oversight of the maintenance of statutory registers, filing annual returns, organizing board meetings/minutes.
- Preparation and maintenance of official notices, publications, directives, and guidelines relating to deeds registration and dispute resolution.
- Effective collaboration with stakeholders to ensure compliance with laws and policies governing land administration.

- Strong leadership and effective management of a diverse professional legal and governance team.

Qualifications

Education

- Bachelor of Laws (LLB)
- Master of Laws (LLM) will be an added advantage

Professional Registration

- Must be admitted as an Attorney or Advocate with at least five (5) years of legal practice.

Experience

- An applicant with **Bachelor of Laws (LLB)** must have a minimum of **ten (10) of progressively responsible experience** involving legal advisory, company secretary, deeds registration, dispute resolution, litigation management, regulatory compliance, governance and real property law.
- An applicant with **Master of Law** must have a minimum of **five (5) of progressively responsible experience** involving legal advisory, company secretary, deeds registration, dispute resolution, litigation management, regulatory compliance, governance and real property law.
- Experience should include managerial responsibilities.
- Experience working within public sector institutions, land administration authorities, or regulatory environments will be an advantage.
- Working knowledge and experience in corporate law and governance.
- Strong knowledge of deeds registration law and practice in Lesotho or similar jurisdictions.
- Knowledge of real property law and land administration legal frameworks.
- Understanding of dispute resolution mechanisms, including mediation and arbitration.
- Familiarity with public sector governance and regulatory environments.

Key Competencies

- Strategic leadership and planning.
- Ability to develop strategies, policies, standards, and regulatory frameworks.
- Strong analytical, planning, and problem-solving abilities.
- Excellent communication and stakeholder engagement skills including at senior levels.

- High level of integrity, professionalism, and ethical judgment.
- Ability to prepare clear high-level reports, directives, and technical documentation
- Excellent report writing
- Financial and resources Management

2. Director Cadastral Survey Services (1)

Job Scope:

The incumbent has overall responsibility to provide strategic leadership and regulatory oversight of cadastral surveying and spatial data infrastructure within the Land Administration Authority (LAA). The Director Cadastral Survey Services is responsible for regulating professional cadastral surveying practice within LAA, by ensuring the availability of official maps, and overseeing the development and maintenance of the national spatial data infrastructure in accordance with the Land Administration Authority Act 2010, the Land Act 2010, and the Land Survey Act 1980 and Regulations of 1982. The Director Cadastral Survey Services ensures that cadastral surveys and geospatial information are produced and maintained to a high professional, legal, and technical standard within LAA.

Key Result Areas (KRAs)

- Provision of sound policy advice on cadastral surveying, mapping, and spatial data infrastructure.
- Delivery of effective and efficient cadastral survey regulatory services to government, the surveying profession, customers and the public.
- Effective planning, resourcing, monitoring, and implementation of survey and mapping programs and projects.
- Leadership and development of a motivated, capable, professional and disciplined team.
- Preparation and maintenance of official notices, publications, directives, and guidelines relating to cadastral surveying.

- Effective communication and collaboration with stakeholders to ensure compliance with cadastral survey and spatial data policies.
- Active participation in the strategic management and direction of the Authority

Qualifications

Education

- BSC in Land Surveying or Geomatics (Specializing in Land Surveying)
- MSc in Land Surveying or Geomatics (Specializing in Land Surveying) will be an added advantage.

Experience

- An applicant with BSC in Land Surveying or Geomatics (Specializing in Land Surveying) must have a minimum of **ten (10) years of progressively responsible experience** in cadastral surveying, mapping, or geospatial management.
- Whilst an applicant with MSc in Land Surveying or Geomatics (Specializing in Land Surveying) must have minimum of **five (5) years of progressively responsible experience** in cadastral surveying, mapping, or geospatial management.
- Experience should include **managerial responsibilities**.
- Experience working with **government agencies, regulatory bodies, or public institutions** will be an advantage.
- Extensive knowledge of cadastral surveying principles and practices.
- Knowledge of spatial data infrastructure and geospatial data management.
- Understanding of mapping standards and surveying legislation.
- Familiarity with modern surveying technologies, GIS, and geospatial information systems
- Expert knowledge of surveying methods and equipment, geospatial technologies, and mapping systems.

Key Competencies

- Strategic leadership and planning
- Ability to develop strategies, policies, standards, and regulatory frameworks.
- Strong analytical, planning, and problem-solving abilities.
- Excellent communication and stakeholder engagement skills including at senior levels.
- High level of integrity, professionalism, and ethical judgment.
- Ability to prepare clear high-level reports, directives, and technical documentation.
- Excellent report writing
- Financial and resources Management.

3. Director Corporate Services (I)

Job Scope:

The incumbent has overall responsibility to provide strategic leadership and management of corporate support and operations management functions, particularly Human Resources and Administration (HRA) and Information and Communication Technology (ICT), to ensure the Land Administration Authority (LAA) operates efficiently, effectively, and in compliance with the Land Administration Authority Act 2010, the Labour Act No 3 of

2024, and the Public Procurement Act 2023. The Director of Corporate Services develops and implements policies, systems, and strategies that support organizational performance, digital transformation, and human capital development within the Authority

Key Result Areas (KRAs)

- Effective implementation of HR Strategy and workforce development plans.
- System availability and reliability of ICT infrastructure.
- Implementation of digital systems supporting land administration.
- Staff satisfaction, performance, and retention levels.
- Compliance with labour and ICT regulatory frameworks.
- Successful delivery of corporate services within budget

Qualifications and Experience

Education

- Bachelor's Degree in Human Resources Management
- Master's Degree in Human Resource Management will be an added advantage

Professional Registration

- Registration as Professional Human Resources with a credible professional body is a must.

Experience

- An applicant with a Bachelor's Degree in Human Resources Management must have a minimum of ten (10) years progressively responsible experience in Human Resources Management.
- Whilst an applicant with a Master's Degree in Human Resources must have a minimum of five (5) years' experience.
- Experience should include managerial responsibilities.
- Experience working with government agencies, regulatory bodies, or public institutions will be an advantage.
- Extensive knowledge of human resources management principles and practices, operations management principles as well as procurement principles.
- Knowledge of strategic human resource management functions and ICT infrastructure
- Understanding of human resources management and procurement standards and legislation.
- Familiarity with modern HRIS and procurement technologies.
- Expert knowledge of human resources management functions and practices

Key Competencies

- Strategic leadership and planning
- Strategic Human Resource Management
- ICT governance and digital transformation
- Policy development and implementation

- Strategic communication and Change management
- Stakeholder engagement
- Financial and resource management
- Strong communication and interpersonal skills

Submission of Applications

All applications must include a fully completed LAA Employment Application Form, application letter, certified copies of Educational Certificates and Professional Qualifications; and a Curriculum Vitae with the names and contact details for three referees. LAA Employment Application Form, may be downloaded from the Authority's website www.laa.org.ls.

Requests for further information and completed application forms may be emailed to jobs@laa.org.ls, for the attention of The Director General and Chief Executive Officer, Land Administration Authority. Envelopes containing the application, or email subject line, should clearly state the position applied for.

Applications must be received on or before **Friday, 10th July 2026**. All shortlisted applicants will be informed as to the status of their applications (please provide an email address for this purpose). **Applicants who do not hear from the Authority by 31st August 2026 may assume that their applications have not been successful.**