



EXTERNAL RECRUITMENT

The Authority seeks applications from qualified, competent and highly motivated individuals to fill the following position of Assistant Accountant within the Authority. The position is based in Maseru. It requires good spoken and written Sesotho and English. A brief description of the position is provided below.

1. Graphic Designer (I) (Temporary)

The Graphic Designer is responsible for developing creative, visually engaging and brand-aligned communication materials that support the organisation's marketing, communication, public awareness and stakeholder engagement objectives. The role translates organisational messages into effective visual content across print and digital platforms while ensuring consistency, professionalism and alignment with corporate identity standards.

Key Responsibilities

Graphic Design and Creative Development

- Design high-quality visual materials for print and digital platforms, including brochures, flyers, banners, posters, presentations, infographics, and advertisements.
- Develop creative concepts that effectively communicate organisational messages and campaigns.
- Produce artwork for social media, websites, email marketing, and digital advertising.
- Ensure consistency in branding across all communication materials.

Marketing and Communication Support

- Work closely with the Communications, Marketing, and Public Outreach / Relations teams to support campaigns and events.

- Design promotional materials for corporate events, workshops, and stakeholder engagements.
- Contribute creative ideas for marketing and public education awareness campaigns.
- Work with internal departments to understand design requirements and deliver creative solutions.
- Meet deadlines at all times.

Qualifications

- Diploma in Graphic Design, Multimedia Design or a related field.
- Professional certification in graphic design is an added advantage.

Experience

- Minimum of two (2) years' experience in graphic design, preferably within a corporate, government, media, or marketing environment.
- Demonstrated experience in branding, publication design, and digital content creation.

Knowledge

- Corporate branding and visual identity management.
- Digital marketing and social media design.
- Print production processes.
- Typography, colour theory, and layout principles.
- Copyright and intellectual property considerations.

Skills and Competencies

- Creativity and innovation.
- Excellent visual communication skills.
- Proficiency in Adobe Creative Cloud (Photoshop, Illustrator, InDesign, Premiere Pro, After Effects).
- Knowledge of Canva and Microsoft Office applications.
- Strong attention to detail.
- Time management and organisational skills.
- Ability to work under pressure and meet tight deadlines.
- Project management skills.
- Excellent interpersonal and communication skills.
- Problem-solving and analytical thinking.

Submission of Applications

Application letter accompanied curriculum vitae and certified copies of educational certificates must be emailed to jobs@laa.org.ls, No hand deliveries. Email subject line should clearly state the position applied for.

Applications must be received on or before **Friday, 24th July 2026**.