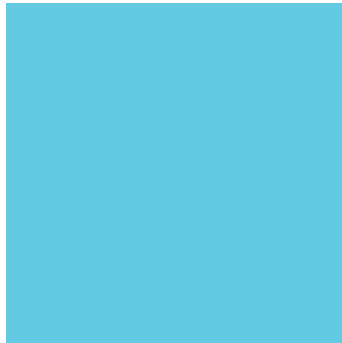
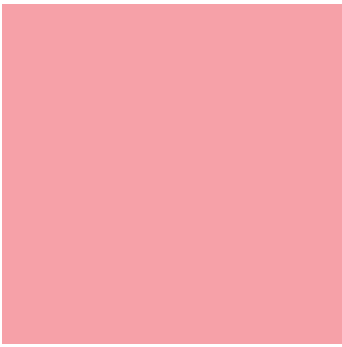


Careers @ BDO



2011/2012



Message from the Chairman

At BDO we recognise that our people are our main asset, and that the development of quality people is critical to running a successful business. We train and develop our people to ensure that each individual receives work opportunities from which they can learn and thrive. It is our ambition to be the “Employer of Choice” in our market in Namibia.

BDO will be involved with young people at school level from 2011, through the University of Namibia’s National Accounting Talent Search (NATS) to be launched later this year. Through initiatives like these, BDO is proud to invest in and nurture the accounting talent in our country.

It is a well known fact that Chartered Accountants are in high demand, not only in Namibia (we have only one Chartered Accountant for every 8 800 people in the country), but worldwide. BDO is therefore committed to join our professional bodies, ICAN and CFA, in making the accounting profession more accessible for young Namibian professionals. We do this through competitive and innovative employment offers, bursaries, training and loan subsidies.

If you are a young prospective Chartered Accountant or Commercial Financial Accountant with a burning desire to contribute to the Financial Sector in Namibia, whilst receiving top quality training and technical

knowledge in the field of Accounting, Auditing, Tax and Business Advisory Services, apply for our bursaries and or a Training Contract today.

We’d love to have you as part of our team.

Wayne McTeer,



“BDO provides unmatched opportunities in the industry, you are granted the opportunity to make things happen”

Willem Boshoff
CA Trainee

“At BDO, your personal efforts and achievements are noted and appreciated”

Amanda Rossouw
CFA Trainee



Network

BDO is committed to the sustainable development of our people's careers. We respect our people who work for us and provide each one of them with the opportunity to develop their unique talents. We are a member firm of BDO International, rendering professional services in 119 countries around the world. In total, the network employs more than 46 000 people and has 1 082 offices. Accountability and personal responsibility is encouraged at all levels and we offer structured career planning and training, giving our employees more partner time and more client experience.

In Africa you will find us in Namibia, Cape Town, Johannesburg, Pretoria, Harare, Gaborone, Maputu and Durban and as far as Mauritius, Zimbabwe and many other countries throughout the continent, as well as in the rest of the world.

Our specialty is to help businesses grow, from start-up enterprises to large multi-nationals. There are many firms providing auditing and related financial services, some larger than our network, but the difference is the people we employ. We believe that our business is 90 % about the people we employ.

Our staff are dedicated, professionally trained individuals with a flair for business development and a keen understanding of what makes businesses grow. It is the enthusiasm of our staff that matters to our clients, and that is where BDO's success lies. Our global culture is built on respect and awareness of cultural needs and differences and we aim to be an ethical, socially and environmentally responsible organisation, in line with BDO International's vision.

BDO's culture is based on key values. These values define us, and you will recognise them, as defining you, if you are to become a BDO employee. We believe in :

- **Taking ownership** and responsibility, from junior assistant to partner;
- **Exceeding expectations**, whether of clients, our market or our employers or ourselves;
- **A passion for principles**;
- **Honesty and integrity**;
- **Quality above all else**;
- **Working hard....but also playing hard.**



Our Services

BDO offers a wide range of services to a wide variety of clients. We pride ourselves that we take the time to really get to know our clients and their business. Because only by getting to know our clients, will we be able to find out what matters to them, and that is, what matters to us.

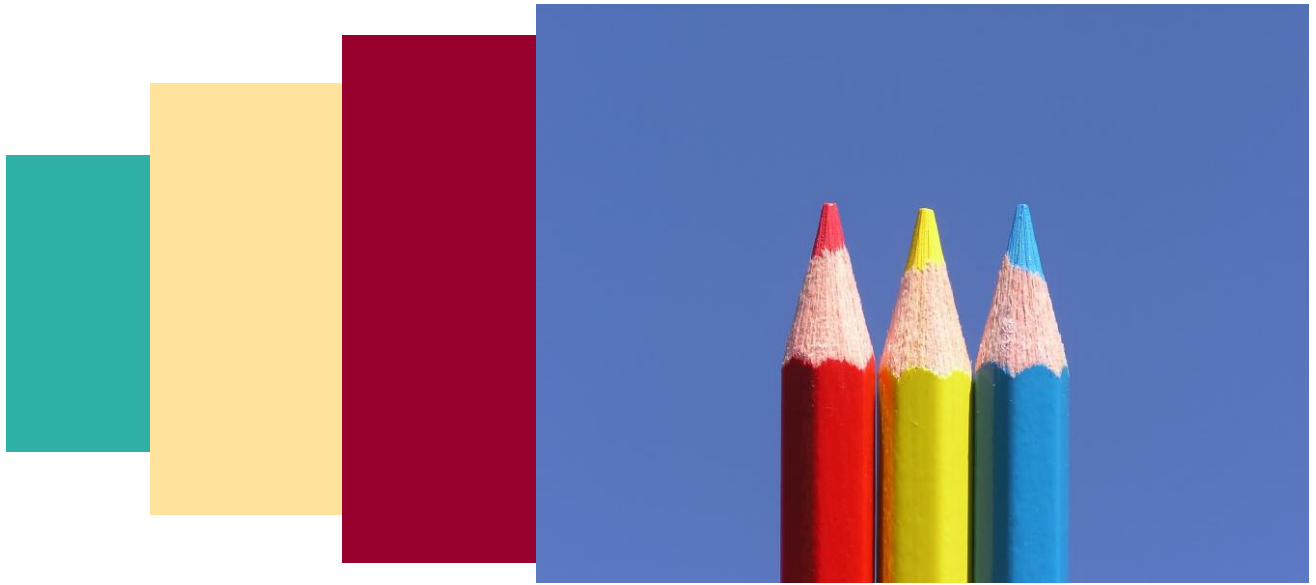
Our services include :

- Audit and Assurance;
- Management and Financial accounting;
- Taxation;
- Company Secretarial and Administration;
- Business risk and advisory;

- Management Consulting;
- Financial Services;
- IT Services;
- Corporate Finance
- Estates and Wills

Each service line has an opportunity for young professionals to develop a career path, be it as part of the CA route, or in becoming a CFA, Tax Advisor or Company Secretary.

BDO offers study loans, bursaries, extended study leave as well as compulsory training hours and on the job training to all of its staff, giving every BDO employee an opportunity to become more educated in his field of interest.



Inside BDO

BDO trainees work hard, but they also play hard. At BDO we know that there is a lot more to being a great business advisor than number crunching. So at our firm, you will enjoy getting the best training in the business by seniors and partners who share your same values, getting hands on experience and having fun while you work.

BDO specialises in advising growing businesses. Across Southern Africa, 65 partners, directors and consultants together with over 700 staff members, provide audit, tax and business advisory services to a wide range of clients, from listed entities to innovative entrepreneurs, high net worth individuals and government organizations.

In Namibia, the firm services clients from 4 offices (Windhoek, Walvis Bay, Swakopmund and Oshakati) across the country. A total of 72 staff members and 7 partners are available at all times to provide our clients with the excellent service they have become used to at BDO. At BDO there's a different atmosphere, and attitude.

You feel it immediately when walking into our not-so-grey building. You will want to be a part of it. We offer a supportive, learning environment with enough variety to keep everyone stimulated. You will receive dedicated partner time, and our core values of taking ownership and responsibility will give you invaluable experience early in your career.



BDO Culture

So, why join BDO?

There are many reasons, but the main one is that we believe that 90 per cent of work is about the people.

At BDO, you won't be just another number - or just another face. You will have the opportunity to stand out and make a distinct impact. Smaller client service teams and an excellent partner-to-staff ratio contribute to an environment where our employees work is noticed - by peers, partners and clients.

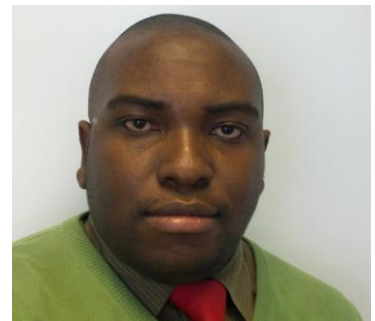
Other reasons for choosing us include:

- flexible hours - home working and IT accessibility for remote access to enable flexible working for some staff;
- work life balance - our culture stresses the importance of staff maintaining and enjoying a social life along with their work responsibilities;
- Flexible benefits package - our benefits system is tailored and relevant to each individual's needs;
- Study leave and study loan benefits for all levels of staff;

This is what our staff say :

"I was able to make significant progress in my career within a short period of time. After three and a half years with BDO, I am now an assistant audit manager and one examination away from qualifying as a Chartered Accountant (Namibia). BDO provides a dynamic and vibrant working environment, high quality training and international exposure. I am proud and privileged to be with the firm."

Efraim Nkosi
Assistant Audit Manager



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"BDO has molded me into a prospective Chartered Accountant with high integrity. I see any challenge as an opportunity to show what we at BDO is made of - I pay particular attention to detail, an attribute which has proven a strength in my career as well as personal life"

Varaidzo Chigumbu
Audit Department
Windhoek



"At BDO work as a team of colleagues that love to share knowledge. The partners motivate us to become THAT excellent employee. We love what we do, and it

shows"



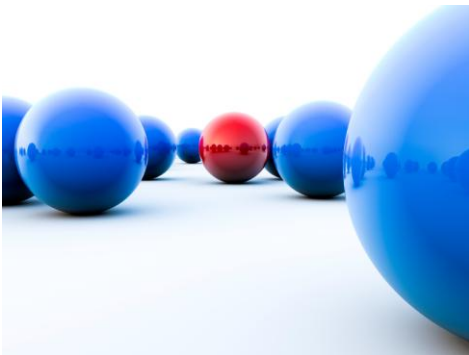
"I am one of the fortunate people who was awarded a bursary from BDO, and I look forward to doing my articles with BDO. In the short time I have worked in the offices, I have learned more than I could ever

imagine."

Rachelle Viljoen



Job Opportunities and Bursaries



Training Contracts 2011 / 2012

Do you want to become a Chartered Accountant? Or a CFA? Are you currently in grade 12, have a B Accounting or BCOM degree, or are you busy with CTA or Board Exams? No matter how far you have progressed in your studies, if it is your passion to become a CA or CFA, you are eligible to apply for a Trainee Accountant Position at BDO. Our applications for 2012 intake close on 30 September 2011, so don't wait, [apply now](#) for your training contract.



Bursary Applications 2012

You want to be a CA, but need financial assistance to study full time? Are you currently in grade 11 or 12 or have started studies towards a BCOM degree? No matter how far you have progressed in your studies, if it is your passion to become a CA, you are eligible to apply for a bursary at BDO. Our applications for 2012 bursaries close on 31 October 2011, so don't wait, [apply now](#) for your bursary.

Bursary application forms can be downloaded from our website, www.bdo.com.na.



Bachelor of Accounting (Chartered Accountancy)

Did you know that the University of Namibia now offers a three year Bachelor of Accounting (Chartered Accountancy) degree, aimed specifically at local prospective CA's? BDO is proud to be associated with this degree, and invites all prospective students eligible to register for this course, to apply for a bursary. We intend to give preference to bursary students who enroll for this degree.

[Apply now for your bursary.](#)



Interested in a career as a tax, secretarial or IT professional?

BDO has a number of service lines other than audit and assurance. If you are interested in a career as bookkeeper, tax professional or want to pursue company secretarial, business administration or information technology as a career, and you believe you share our values, contact our HR department to find out what professional vacancies we currently have available.



“BDO offers a network of support, a safety net which allows me to grasp every opportunity that comes my way. When I reach for the moon and fail, I will still land amongst the stars !”

Jana-Marie du Bruyn
Tax Department

Career Paths

Employees at BDO do not have a job, with little prospects from year to year. Our employees have a career. You will work as part of a team and gain hands-on experience across all aspects of your discipline. You will be exposed to a broad range of clients and industries and will be given responsibility early on in your career.

Getting to that position means starting out on the right foot. We try to make our training as flexible as possible, but people do find that certain areas suit their interests and skills more than others.

When you join us, your interests and career path at BDO will be mapped out for you, in discussion with your manager and partner. We will work with you to help you develop the skills and expertise you need to grow with us and help us deliver the best possible service to our clients.

All our staff have access to the latest information technology and are constantly trained on, and work with, the latest computer packages related to their field.

In addition to formal training courses, BDO offers on-the-job training with the support of all managers and partners and our performance appraisal process encourages continuous staff development. Each office has its own library and its own study assistance programme, with study leave benefits.

Benefits

Competitive market related salaries

Our salaries are competitive and structured so that your attitude, abilities and contribution to the firm are appropriately rewarded.

Mobility

Always wanted to see the world? BDO offers secondments to other BDO firms around the world for qualified staff. These include the UK, USA, Canada, Australia and the Netherlands - the world really can be your oyster.

Tailor-made benefits packages

We understand that no two people are alike or have the same needs so we offer flexible benefits packages. Benefits include medical aid, personalised advice on retirement options, housing and travel allowances for qualifying staff as well as study allowances.

IT equipment

Our state of the art IT infrastructure allows accessibility for remote access, enabling you to stay connected at all times. BDO professional staff is given a laptop at commencement of employment, for their sole use.

Study leave

We understand that circumstances may dictate part-time studies. For professionals studying towards an approved qualification, we offer generous study leave, competitive study loans, career breaks of up to six months to study, as well as bursaries.

There is BDO Member Firm representation in each of the following countries*

*this list is current as of 1 January 2010

ANGOLA | ARGENTINA | ARUBA | AUSTRALIA | AUSTRIA | BAHAMAS | BAHRAIN | BELGIUM | BOLIVIA
BOTSWANA | BRAZIL | BRITISH VIRGIN ISLANDS | BULGARIA | CAMBODIA | CANADA | CAPE VERDE
ISLANDS CAYMAN ISLANDS | CHILE | CHINA | COLOMBIA | COMOROS | CROATIA | CYPRUS | CZECH
REPUBLIC DENMARK | DOMINICAN REPUBLIC | ECUADOR | EGYPT | EL SALVADOR | ESTONIA
| FINLAND | FRANCE GEORGIA | GERMANY | GIBRALTAR | GREECE | GUATEMALA | GUERNSEY | HONG
KONG | HUNGARY | INDIA INDONESIA | IRELAND | ISRAEL | ITALY | JAMAICA | JAPAN | JERSEY |
JORDAN | KAZAKHSTAN | KENYA KOREA | LATVIA | LEBANON | LIECHTENSTEIN | LITHUANIA |
LUXEMBOURG | MACAU | MADAGASCAR MALAYSIA | MALTA | MAURITIUS | MEXICO | MOROCCO |
MOZAMBIQUE | NAMIBIA | NETHERLANDS NETHERLANDS ANTILLES | NEW ZEALAND | NIGERIA |
NORWAY | OMAN | PAKISTAN | PANAMA | PARAGUAY PERU | PHILIPPINES | POLAND | PORTUGAL |
QATAR | REUNION ISLAND | ROMANIA | RUSSIA | SAUDI ARABIA SENEGAL | SERBIA | SEYCHELLES |
SINGAPORE | SLOVAK REPUBLIC | SLOVENIA | SOUTH AFRICA | SPAIN SRI LANKA | ST LUCIA | ST
VINCENT | SURINAME | SWEDEN | SWITZERLAND | TAIWAN | TANZANIA | THAILAND TRINIDAD AND
TOBAGO | TUNISIA | TURKEY | TURKMENISTAN | UGANDA | UKRAINE | UNITED ARAB EMIRATES
UNITED KINGDOM | UNITED STATES OF AMERICA | URUGUAY | VENEZUELA | VIETNAM | ZAMBIA |
ZIMBABWE

BDO, a Namibian partnership is registered with the Institute of Chartered Accountants of Namibia (Practice Number: 9402). Our firm has offices in Windhoek, Walvis Bay and Oshakati. BDO is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the International BDO network of independent member firms.

BDO International Limited is a UK company limited by guarantee. It is the governing entity of the international BDO network of independent member firms ('the BDO network'). Service provision within the BDO network is coordinated by Brussels Worldwide Services BVBA, a limited liability company incorporated in Belgium with its statutory seat in Brussels.

Each of BDO International Limited, Brussels Worldwide Services BVBA and the member firms of the BDO network is a separate legal entity and has no liability for another such entity's