



<https://www.workolic.com/job/nipost-recruitment/>

NIPOST Recruitment 2025/2026 Application Form

Description

We are excited to announce the opening of positions for Postal Service Officers at the Nigeria Postal Service (NIPOST) for the 2023/2024 recruitment cycle. As a Postal Service Officer, you will play a crucial role in the efficient functioning of our postal services, contributing to the smooth delivery of mail and packages across the country.

Responsibilities

- **Mail Sorting and Distribution:** Efficiently sort and organize incoming and outgoing mail to ensure accurate and timely delivery.
- **Customer Service:** Provide excellent customer service by addressing inquiries, resolving issues, and assisting customers with postal services.
- **Record Keeping:** Maintain accurate records of mail transactions, deliveries, and customer interactions.
- **Package Handling:** Safely handle and process packages of varying sizes and weights, ensuring proper documentation and tracking.
- **Adherence to Regulations:** Ensure compliance with postal regulations and guidelines to uphold the integrity of postal operations.
- **Collaboration:** Work collaboratively with team members to achieve departmental goals and maintain a positive work environment.

Qualifications

- **Educational Background:** Minimum of a Bachelor's degree in any discipline from a recognized institution.
- **Communication Skills:** Strong written and verbal communication skills in English.
- **Computer Literacy:** Proficiency in basic computer applications and the ability to adapt to postal management systems.
- **Attention to Detail:** High level of accuracy and attention to detail in handling mail and maintaining records.
- **Customer Focus:** A customer-centric approach with the ability to interact positively with the public.

Job Benefits

- **Competitive Salary:** Attractive remuneration packages commensurate with qualifications and experience.
- **Health Benefits:** Comprehensive health insurance coverage for employees.
- **Career Development:** Opportunities for professional growth and development within the organization.
- **Work-Life Balance:** Supportive work environment to promote a healthy work-life balance.

Contacts

Interested and qualified candidates should visit the official NIPOST recruitment

Hiring organization

NIPOST

Employment Type

Full-time

Industry

Transportation, Logistics, Supply Chain and Storage

Job Location

Abuja, FCT +234, NG, 900001, Abuja, Abuja, Nigeria

Working Hours

9

Date posted

June 29, 2025

Valid through

14.12.2026

portal at [<https://www.nipost.gov.ng/>] to complete the online application form. Ensure all required documents are uploaded, and follow the instructions provided on the portal.

Note: Only shortlisted candidates will be contacted for further assessments.

NIPOST is an equal opportunity employer, and we encourage candidates from diverse backgrounds to apply. Join us in shaping the future of postal services in Nigeria!