



INTERNSHIP PROGRAMME

NOTICE NO:114/2019
STIPEND: R 3 833.00 PER MONTH

Senqu Municipality invites applications for a **12-month internship** in the functional area listed below. The purpose of the internship is to equip qualified graduates with practical work experience and to expose them to operational realities of Municipalities. Alongside the unique learning experience, this is an opportunity to also make lifelong contacts. As a successful incumbent, you will join one of our existing teams of professionals, supported by experienced leaders and a hands-on mentoring program. We are looking for individuals that are driven by high energy levels and a genuine desire to add value and make a difference at Senqu Municipality.

RECRUITING DEPARTMENT AND UNIT	NUMBER OF INTERNS REQUIRED	REFERENCE NUMBER	EDUCATIONAL REQUIREMENTS	UNIT / LOCATION
CORPORATE SERVICES: HR & LR AND LEGAL SERVICES	2	4/3/2/1/2	BACHERLOR OF COMMERCE IN HUMAN RESOURCES MANAGEMENT	LADY GREY
FINANCIAL SERVICES: REVENUE SERVICES	1	4/3/2/1/3	NATIONAL DIPLOMA: BUSINESS STUDIES: FINANCIAL MANAGEMENT	LADY GREY
TECHNICAL SERVICES: PROJECT MANAGEMENT UNIT	1	4/3/2/1/5	BACHELOR OF ENGINEERING IN CIVIL ENGINEERING	LADY GREY
COMMUNITY SERVICES: WASTE MANAGEMENT	1	4/3/2/1/4	BACHELOR OF ENVIRONMENTAL MANAGEMENT HONOURS	LADY GREY

ADDITIONAL REQUIREMENTS

- Excellent attention to detail
- Ability to work in a highly pressurized environment
- Excellent communication skills (verbal and written)
- Ability to multi-task essential
- PC Skills essential – Ms Word, Ms Excel, Ms PowerPoint
- Willing to go the extra mile and work effectively as a team member.

CONTRACTUAL INFORMATION

All applicants are requested to note the following;

- The advertised position is **NOT** permanent positions. The contract entered into will automatically expire at the end of the contract period.
- Only applicants who reside within the Senqu area of jurisdiction will be considered.

APPLICATION PROCESS

Any individual wishes to apply must submit a completed Senqu Municipality application form, his/her CV, a certified copy of his/her ID copy, certified copies of qualifications and proof of residence to the under mentioned address not later than Friday, 4 October 2019 @ 12h00 noon. NB no late or E-mailed and faxed applications will be considered.

Senqu Local Municipality


Private Bag X03

Lady Grey

9755

This Council subscribes to the policies of affirmative action and employment equity plan. If you do not hear from us within thirty (30) days after the closing date please consider your application unsuccessful. Further note this council reserve a right not to appoint.

All enquiries regarding the advert can be directed to the HR Practitioner, Mr. T Mokoka at 051 – 603 1306 during working hours.



MP NONJOLA

ACTING MUNICIPAL MANAGER

FILE NO: 4/3/2/1

13/09/2019