



INTERNSHIP PROGRAMME

NOTICE NO:12/2022

STIPEND: R 3 500.00 PER MONTH

Senqu Municipality invites applications for a **36 month Internship Programme** 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 INTERN(S) REQUIRED	REFERENCE NUMBER	MINIMUM REQUIREMENTS	UNIT / LOCATION
CORPORATE SERVICES: HR & LR AND LEGAL SERVICES	1	4/3/2/1/2	<ul style="list-style-type: none"> 3 YEAR NATIONAL DIPLOMA IN HUMAN RESOURCES MANAGEMENT B. DEGREE WILL BE AN ADDED ADVANTAGE 	LADY GREY
MUNICIPAL MANAGER'S OFFICE: COMMUNICATIONS	1	4/3/2/1/1	<ul style="list-style-type: none"> 3 YEAR NATIONAL DIPLOMA IN COMMUNICATION, PUBLIC RELATIONS, MARKETING B. DEGREE WILL BE AN ADDED ADVANTAGE 	LADY GREY
DEVELOPMENT AND TOWN PLANNING SERVICES: IPED / LED	1	4/3/2/1/6	<ul style="list-style-type: none"> 3 YEAR NATIONAL DIPLOMA IN DEVELOPMENTAL STUDIES / TOURISM / PUBLIC ADMINISTRATION B. DEGREE WILL BE 	LADY GREY

			AN ADDED ADVANTAGE	
DEVELOPMENT AND TOWN PLANNING SERVICES: TOWN PLANNING	2	4/3/2/1/6	<ul style="list-style-type: none"> • 3 YEAR NATIONAL DIPLOMA IN HUMAN SETTLEMENT / TOWN PLANING / PUBLIC ADMINISTRATION • B. DEGREE WILL BE AN ADDED ADVANTAGE 	LADY GREY
COMMUNITY SERVICES: ENVIRONMENTAL MANAGEMENT	1	4/3/2/1/4	<ul style="list-style-type: none"> • 3 YEAR NATIONAL DIPLOMA IN ENVIRONMENTAL MANAGEMENT • B. DEGREE WILL BE AN ADDED ADVANTAGE 	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.

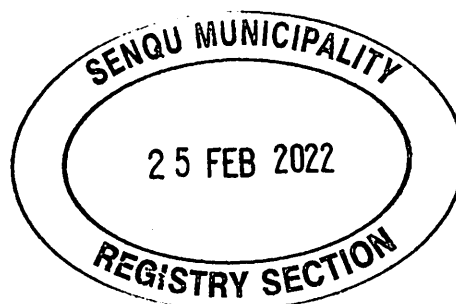
CONTRACTUAL INFORMATION

All applicants are requested to note the following;

- The advertised positions are **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 Wednesday, 23 March 2022 @ 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.

MM YAWA

MUNICIPAL MANAGER

FILE NO: 4/3/2/1

24/02/2022

