

DIRECTORATE: HUMAN CAPITAL DEVELOPMENT ADVERTISEMENT: INTERNSHIP PROGRAMME 2018/ 2019 FINANCIAL YEAR

The Department of Cooperative Governance and Traditional Affairs is offering Internship Programme, not exceeding 12 months, to unemployed graduates.

- REQUIREMENTS: Applicants must be from Kwazulu-Natal;

 Applicants must be between 18-35 years of age;

 A signed affidavit from Commissioner of Oath as proof of unemployment, clearly indicating that you have not benefited from the Internship Programme before.

 Applicants must have successfully completed the 3 year Tertiary qualification in one of the fields listed below:

below:

NB: PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY

To apply, kindly submit the following: • Z83 Application Form obtainable from any Government Department, indicating the reference number of the Internship that is being applied for • An updated Curriculum Vitae •

Directorate	3 year Qualification Required	Number of Interns	Location	Reference Number
Administration; Legal; Finance	National Diploma / Degree in Public Administration	1	Pietermaritzburg	MIN
Ministry:-Operation Sukuma Sakhe	National Diploma / Degree in Public Administration /Politics/ Social Sciences or similar	1	Pietermaritzburg	MIN:OF
Office of the Head of Department	Degree in Social Science / National Diploma In Public Management	1	Pietermaritzburg	OHOD
Auxiliary Services: Office Services	BTech Degree in Management	1	Durban	AUX:OS
Auxiliary Services: Office Services	National Diploma/BTech in Facilities Management	1	Pietermaritzburg	AUX:OS
Auxiliary Services: Transport	National Diploma/ Degree in Transport and Logistics	1	Pietermaritzburg	AUX:TR
Information and Communication Technology	Degree in Information Technology	1	Pietermaritzburg	ICT
Human Resources Administration	National Diploma/Degree in Human Resource Management/Public Administration/Social Sciences	1	Pietermaritzburg	HRA
Human Capital Development	National Diploma/Degree in Human Resource Management	1	Pietermaritzburg	HCD
OD& ES: Human Resource Planning	National Diploma/Degree in Human Resource Management	1	Pietermaritzburg	HRP
OD& ES: Organisational Design	National Diploma in Work Study/ Degree in Production Management	1	Pietermaritzburg	OD
Office of the Chief Director	National Diploma / Degree in Office Administration/ Office Management Technology/ Secretariat	1	Pietermaritzburg	M&E: Cl
Strategic Planning	National Diploma / Degree in Public Administration/ Public Management with Strategic Planning	1	Pietermaritzburg	M&E:ST
Batho Pele	National Diploma / Degree in Public Administration/ Public Management	1	Pietermaritzburg	M&E:BI
Monitoring	National Diploma / Degree in Public Management / Administration or Social Science	1	Pietermaritzburg	MON1
Monitoring	National Diploma / Degree in Financial Management or Accounting	1	Pietermaritzburg	MON2
Evaluation	Post Graduate Degree in Social Science	1	Pietermaritzburg	EVA
Local Government Branch -Office :Deputy Director- General	Degree/ National Diploma in Public Administration or Law	1	Pietermaritzburg	LG:DD0
Office of the Chief Director: Public Participation CDWP	National Diploma / Degree in Public Admin	1	Pietermaritzburg	LG:CD
	National Diploma / Degree in Public Admin/ Community Development	1	Pietermaritzburg	CDWP
Rapid Response	National Diploma / Degree in Public Admin	1	Pietermaritzburg	LG:RR
Public Participation	National Diploma / Degree in Public Admin	1	Durban	LG:PP
Municipal Performance Monitoring, Reporting and Evaluation	Degree/ National Diploma in the field of Public Administration	1	Pietermaritzburg	MPMR
Capacity building : Chief Director	Degree/ National Diploma in public administration / Management	1	Pietermaritzburg	CB:CD
Capacity Building : Strategy	Degree/ National Diploma in public administration / Management	1	Pietermaritzburg	CB:STF
Capacity Operations and Implementation	Degree/ National Diploma in Public Administration / Management	1	Pietermaritzburg	CAP:OI
IDP Coordination	National Diploma in Public Management/ Office Management National Diploma in Town and Regional Planning	1	Pietermaritzburg	IDP:CC
Intergovernmental Relations	National Diploma / Degree in Public Management	1	Pietermaritzburg	IGR
Municipal Service Delivery Support	National Diploma/ Degree in Social Science/ law	1	Pietermaritzburg	MUN:SEI
Municipal Governance	Degree in Law	1	Pietermaritzburg	MUN:GC
Municipal Governance (Oversight)	Degree in Social Sciences, Pubic Policy, Public Administration or Public Management	1	Pietermaritzburg	MG:OV
Synergistic Partnership	National Diploma / Degree in Social Sciences, Pubic Policy, Public Administration or Public Management	1	Pietermaritzburg	SYN: PAI
Municipal Finance	Degree or National Diploma with Majors/ Specialisation in one of the following areas: Local Government Finance	1	Pietermaritzburg	MUN:FI

•Internal Audit

Failure to submit the required documentation or incompletion of the Z83 Application Form will result in applications not being considered.

Please post applications to Miss TS Zuma, Department of Cooperative Governance and Traditional Affairs, Private Bag X9078, Pietermaritzburg 3200 or hand deliver to Miss TS Zuma, 15th Floor - South Tower, Room 104, Natalia Building, 330 Langalibalele Street, Pietermaritzburg 3201 before the closing date.

NB: Emailed and faxed copies are not accepted.

CLOSING DATE: 29 November 2017

Should you not receive a response to your application within six weeks of the closing date, please accept that

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	•Supply Chain Management Degree or National Diploma in Property Valuation			
	Degree or National Diploma in Information and Communication Technology or Systems/ Software Development/ Programming			
Municipal Administration:	National Diploma in HR, Public Admin or B Degree (Social Science, Public Administration, Local Government)	1	Pietermaritzburg	MUN:ADI
Disaster Management: Operations	Degree/ National Diploma in Public Management/ Office Management	1	Pietermaritzburg	DM:OP
Disaster Management: Risk Reduction & Planning	Degree/ National Diploma with a major in Research Methods/ Policy and Planning	1	Pietermaritzburg	DM:RRF
Disaster Management: Fire & Rescue Services	Degree/ National Diploma with a major in Emergency Management Services/Public Management	1	Pietermaritzburg	DM:FRS
Infrastructure Development: Infrastructure Finance	National Diploma/ Degree in Financial Management with Accounting	2	Pietermaritzburg	INFRA:FI
Infrastructure Development: Project Management	National Diploma/ Degree in Public Administration / Office Management	1	Pietermaritzburg	INFRA:PF
Sector Co-ordination and Planning/ Free Basic Services	National Diploma/ Degree in Public Administration / Office Management	1	Pietermaritzburg	SEC:PL/
GIS	National Diploma/ Degree/ Post Grad in GIS related	1	Durban	GIS
Spatial Planning	B-Tech Degree in Town and Regional Planning/ Master's Degree in Town and Regional Planning or Planning related Field	2	1 Pietermaritzburg 1 Durban	SPA:PLA
Land use Management	Degree in Urban Regional Planning/Geography/ Statistics/Applied statistics	1	Pietermaritzburg	LUM
Special Initiatives	National Diploma / Degree in Public Administration/ Public Management/ Development studies or Local Economic	2	Pietermaritzburg	LED:SI
	Development National Diploma in Public Administration/ Office Management		Pietermaritzburg	
EPWP/CWP	National Diploma / Degree in Public Administration/ Development Studies	1	Pietermaritzburg	EPWP/CV
Community Service Centre (CSC)	National Diploma/Degree Civil Engineering	1	Pietermaritzburg	CSC1
Community Service Centre (CSC)	National Diploma / Degree in Public Management	1	Pietermaritzburg	CSC2
Office of the DDG: Traditional Affairs	Degree/National Diploma in Public Management	1	Pietermaritzburg	DDG:TR
Office of the CD: Traditional Governance and Finance	National Diploma/ Degree in Public Management or Social Science	1	Pietermaritzburg	CD:TGF
Traditional Governance	Degree/ National Diploma in Public Admin or equivalent	1	Pietermaritzburg	TRA:GO
Dispute Resolution	Degree in Public Administration	1	Pietermaritzburg	DIS:RES
Provincial House Support Traditional	National Diploma in Public Administration Degree in Social Science	1	Pietermaritzburg Pietermaritzburg	PHS TIS
Institutional Support Traditional Institutional Support: uMgungundlovu District	National Diploma in Public Administration	1	Pietermaritzburg	TIS:MGU
Traditional Institutional Support: Amajuba District	Degree/ National Diploma in Public Administration	1	Amajuba District	TIS:AM <i>F</i>
Traditional Institutional Support: uThungulu District	Degree/ National Diploma Financial Management	1	uTthungulu District	TIS:THU
Traditional Institutional Support: Harry Gwala District	Degree/ National Diploma in Public Administration	1	Harry Gwala District	TIS:HAF
Traditional Institutional Support: uMzinyathi District	Degree/ National Diploma in Public Administration	1	Umzinyathi District	TIS:MZI
Traditional Institutional Support: Mkhanyakude District	National Diploma Public Management	1	Umkhanyakude	TIS:MKH
Traditional Institutional Support: Zululand District	Degree/ National Diploma Financial Management	1	Zululand District	TIS:ZUL
Traditional Institutional Support: iLembe District	Degree/ National Diploma in Public Administration	1	ILembe District	TIS:ILE
Traditional Institutional Support: UGU District	Degree/ National Diploma Financial Management	1	Ugu District	TIS:UGL
Traditional Institutional Support: eThekwini District	Degree/ National Diploma in Public Administration	1	Ethekwini District	TIS:THE
Traditional Institutional Support:	National Diploma/ Degree in Developmental Studies/	1	Uthukela District	TIS:THU