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**DIRECTORATE: HUMAN RESOURCE MANAGEMENT**

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**VACANCY CIRCULAR NO.: 1 OF 2019 / 2020 FINACIAL YEAR**

***This Department Is an Equal Opportunity Affirmative Action Employer. It is our intention to promote representatively (race, gender and disability) in the Department through the offering of these Internships, e.g. White, Indian, Coloured Males and Females and People with disability are encouraged to apply. An indication in this regard will facilitate the processing of applications.***

**NOTES :**

Applications must be accompanied by signed and dated Z83 form; recent updated comprehensive CV with at least names of three (3) contactable referees with contact details; originally certified copies of all qualification (s) **including Grade 12 (Senior Certificate)**; certified ID copy. All applicants tertiary qualification/s must be accompanied by certified copies of academic record / transcript(s).

Failure to submit the requested documents will result in the application not being considered.

All qualifications will be verified. Persons in possession of a Foreign qualification must furnish this Department with an evaluation certificate from the South African Qualification Authority (SAQA).

Candidates will be subjected to security screening and vetting. Previous school, university, college or employment the records will be verified. Faxed and emailed applications are not accepted.

Applications should be forwarded on time to the department since applications received after the closing date indicated below will as a rule not be accepted. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. The Department reserves the right not to make appointments. Candidates requiring additional information regarding an advertised Internship must direct their **enquiries to the Enquiry Indicated below.**

**Advertised Date: 23 October 2019 and Closing Date: 22 November 2019**

**Closing Time: 15H00**

All applications indicating the field of study, the centre and the reference number, must be forwarded to the following address Indicated:

**FOR ATTENTION:** Ms ME Motshologane, Head of Department, Public Works and Roads, Private Bag x2080, Mmabatho, 2735 OR Hand Deliver at Main Registry Office 133, 1<sup>st</sup> Floor, East Wing, Old Parliament, Building, Modiri Molema Road.

**NB:** Correspondence will be limited to short-listed candidates only. If you have not heard from us within three months after the closing date, please accept that your application has been unsuccessful.

## **Internship Programme (Period: 24 month contract)**

**Stipend is R6 437 per month.**

- **CENTER: Head Office-Mmabatho Ref. H/O 05/2019**

**District Offices:**

- \* **Bojanala Ref. Boj 08/2019**
- \* **Ngaka Modiri Molema Ref. NMM 01/2019**
- \* **Dr Ruth Segomotso Mompoti Ref. RSM 01/2019**
- \* **Dr Kenneth Kaunda Ref. KK 10/2019**

**The Provincial Department of Public Works and Roads invite Unemployed Graduates / Diplomats and also interested in a Public Service career to apply for internship in the occupations mentioned below:**

**Internships are offered in the following field of study:**

Bsc in Property Studies / Urban Planning or Bachelor of Laws in Property / Conveyance.

National Diploma or BTech in Real Estate / Town and Regional Planning / Local Government / Municipal Finance.

National Diploma / BTech: Horticulture Studies / Landscaping, Facilities Management/Hygiene Services, Security Management/Tactical Armed Response.

**NB:** Applicants who previously participated in an Internship programme of a Government Department will not be considered.

**Enquiries:** Ms ME Motshologane, tel. (018) 388-4256