

DEPARTMENT OF ENVIRONMENTAL AFFAIRS INTERNSHIP PROGRAMME

POST 48/18 : DEA INTERNSHIP PROGRAMME REF NO: CWM/01/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Honours Degree in Chemistry, Soil Science, Geohydrology, Geology,

Environmental Management or Natural Sciences

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

POST 48/19 : DEA INTERNSHIP PROGRAMME REF NO: CWM/02/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Honours Degree in Environmental Science or Management

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

POST 48/20 : DEA INTERNSHIP PROGRAMME REF NO: CCAQ/01/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BA Degree in Policy Studies or Public Policy

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

19

POST 48/21 : DEA INTERNSHIP PROGRAMME REF NO: CCAQ/02/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BEng, BSc or BTech Degree in Chemical Engineering or Metallurgy

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

POST 48/22 : DEA INTERNSHIP PROGRAMME REF NO: EP/02/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : Nat Dip or BCom Degree in Financial Accounting

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

POST 48/23 : DEA INTERNSHIP PROGRAMME REF NO: BC/01/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Environmental Economics, BSc Botany, BSc Environmental Science or

Management and Resource Economics

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

POST 48/24 : DEA INTERNSHIP PROGRAMME REF NO: BC/02/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : Nat Dip Nature Conservation

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

POST 48/25 : DEA INTERNSHIP PROGRAMME REF NO: BC/03/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Degree in Environmental Science or Management

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

POST 48/26 : DEA INTERNSHIP PROGRAMME REF NO: BC/04/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Degree in Conservation Biology

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr

Dinilesizwe April Tel No: 012

399 9415

POST 48/27 : DEA INTERNSHIP PROGRAMME REF NO: BC/05/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Degree in Natural Resources Management with Research

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

POST 48/28 : DEA INTERNSHIP PROGRAMME REF NO: BC/06/2019

SALARY : R5 000.00 per month

20

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Degree in Botany & Zoology

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

POST 48/29 : DEA INTERNSHIP PROGRAMME REF NO: BC/07/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Degree in Environmental Economics

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

POST 48/30 : DEA INTERNSHIP PROGRAMME REF NO: EP/01/2019

SALARY : R5 000.00 per month

CENTRE : Western Cape, Cape Town

REQUIREMENTS : Nat Dip or BSc Degree in Environmental Sciences or Management

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

POST 48/31 : DEA INTERNSHIP PROGRAMME REF NO: C00/01/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : Nat Dip or Degree in Graphic Design

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr
Dinilesizwe April Tel No: 012
399 9415

POST 48/32 : DEA INTERNSHIP PROGRAMME REF NO: LACE/01/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Degree in Environmental Science or
Management

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr
Dinilesizwe April Tel No: 012
399 9415

POST 48/33 : DEA INTERNSHIP PROGRAMME REF NO: LACE/02/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : LLB Degree Specialising in Environmental Law

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr
Dinilesizwe April Tel No: 012
399 9415

GOVERNMENT PRINTING WORKS INTERNSHIPS

GRADUATE/INTERNSHIP PROGRAMME

OTHER POSTS

**POST 48/48 : GRADUATE INTERNSHIP PROGRAMME: HUMAN RESOURCES
MANAGEMENT REF NO: GRAD 2019/1**

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria:

Recruitment and Selection (X2 Posts)

Human Resources Development (X1 Post)

Labour Relations (X1 Post)

Conditions of employment (X1 Post)

REQUIREMENTS : Study Field: B.Com HRM/BAdmin HRM/ B.Com Industrial Psychology/ ND HRM/

BTech HRM/Labour Relations

ENQUIRIES : Mr L Mpofo Tel No: (012) 748-6278

POST 48/49 : GRADUATE INTERNSHIP PROGRAMME: FINANCIAL SERVICES REF NO:

GRAD 2019/2

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria:

Accounts Receivable (X2 Posts)

Accounts Payable (X1 Post)

General Ledger/Payroll) (X1 Post)

Budgeting (X1 Post)

REQUIREMENTS : Study Field: B.Com Financial Management/ B.Com Accounting

ENQUIRIES : Mr L Mpofo Tel No: (012) 748-6278

POST 48/50 : GRADUATE INTERNSHIP PROGRAMME: RISK AND COMPLIANCE

MANAGEMENT REF NO: GRAD 2019/3 (X2 POSTS)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria

REQUIREMENTS : Study Field: ND Risk Management/ B-Tech Risk Management/ ND Internal Audit/

B-Tech Internal Audit

ENQUIRIES : Mr L Mpofo Tel No: (012) 748-6278

POST 48/51 : GRADUATE INTERNSHIP PROGRAMME: MONITORING & EVALUATION REF

NO: GRAD 2019/4 (X1 POST)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria

REQUIREMENTS : Study Field: ND Monitoring & Evaluation/ B-Admin Public Management or

Administration/ B.Com Business Management

ENQUIRIES : Mr L Mpofu Tel No: (012) 748-6278

30

POST 48/52 : GRADUATE INTERNSHIP PROGRAMME: MARKETING & STAKEHOLDER

RELATIONS REF NO: GRAD 2019/5 (X3 POSTS)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria

REQUIREMENTS : Study Field: B.Com Marketing Relations/ ND Marketing Relations

ENQUIRIES : Mr L Mpofu Tel No: (012) 748-6278

POST 48/53 : GRADUATE INTERNSHIP PROGRAMME: INFORMATION COMMUNICATION

TECHNOLOGY REF NO: GRAD 2019/6 (X4 POSTS)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria

REQUIREMENTS : Study Field: ND ICT Systems/ BSc Information & Communication Technology

ENQUIRIES : Mr L Mpofu Tel No: (012) 748-6278

POST 48/54 : GRADUATE INTERNSHIP PROGRAMME: OPERATIONS MANAGEMENT REF

NO: GRAD 2019/7 (X1 POST)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria

REQUIREMENTS : Study Field: BSc Industrial Engineering/ ND Operations Management

ENQUIRIES : Mr L Mpofu Tel No: (012) 748-6278

POST 48/55 : GRADUATE INTERNSHIP PROGRAMME: ORIGINATION REF NO: (GRAD

2019/8 (X1 POST)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria

REQUIREMENTS : Study Field: ND Graphic Design

ENQUIRIES : Mr L Mpofu Tel No: (012) 748-6278

**POST 48/56 : GRADUATE INTERNSHIP PROGRAMME: PRODUCTION
MANAGEMENT REF**

NO: GRAD 2019/9 (X4 POSTS)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria

REQUIREMENTS : Study Field: BSc Industrial Engineering/ ND
Operations Management

ENQUIRIES : Mr L Mpofo Tel No: (012) 748-6278

**POST 48/57 : GRADUATE INTERNSHIP PROGRAMME: MAINTENANCE REF
NO: GRAD**

2019/10 (X2 POSTS)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria

REQUIREMENTS : Study Field: Mechanical Engineering/ Electrical
Engineering

ENQUIRIES : Mr L Mpofo Tel No: (012) 748-6278

**POST 48/58 : GRADUATE INTERNSHIP PROGRAMME: SCHEDULING AND
ORDER**

PROCESSING REF NO: GRAD 2019/11 (X2 POSTS)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria

31

REQUIREMENTS : Study Field: ND Operations Management

ENQUIRIES : Mr L Mpofo Tel No: (012) 748-6278

**POST 48/59 : GRADUATE INTERNSHIP PROGRAMME: ESTIMATIONS/
OUTSOURCE**

PRINTING REF NO: GRAD 2019/12: (X2 POSTS)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria

REQUIREMENTS : Study Field: ND Costing/ ND Cost Management
Accounting/ ND Operations
Management.

ENQUIRIES : Mr L Mpofo Tel No: (012) 748-6278

POST 48/60 : GRADUATE INTERNSHIP PROGRAMME: INTERNAL AUDITING

REF NO:

GRAD 2019/13 (X3 POSTS)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria

REQUIREMENTS : Study Field: ND/B-Tech Internal Auditing/ B.Com Internal Auditing

ENQUIRIES : Mr L Mpfu Tel No: (012) 748-6278

POST 48/61 : GRADUATE INTERNSHIP PROGRAMME: SUPPLY CHAIN MANAGEMENT

REF NO: GRAD 2019/14 (X6 POSTS)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria

REQUIREMENTS : Study Field: Degree / National Diploma in Supply Chain Management, Logistics,

Procurement, B Proc/LLB, Warehousing Degree / National Diploma in Supply

Chain Management, Logistics, Procurement, Warehousing.

ENQUIRIES : Mr L Mpfu Tel No: (012) 748-6278

POST 48/62 : GRADUATE INTERNSHIP PROGRAMME: REGIONAL WAREHOUSES REF

NO: GRAD 2019/15 (X3 POSTS)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Polokwane, Mmabatho, East London

REQUIREMENTS : Study Field: Degree / National Diploma in Supply Chain Management, Logistics,

Procurement, Contract Management, Warehousing Degree / National Diploma in

Supply Chain Management, Logistics, Procurement, Warehousing.

ENQUIRIES : Mr L Mpfu Tel No: (012) 748-6278

POST 48/63 : GRADUATE INTERNSHIP PROGRAMME: LOGISTICS AND FACILITIES REF

NO: GRAD 2019/16 (X3 POSTS)

(24 months-contract)

STIPEND : R6000 per month

CENTRE : Pretoria

REQUIREMENTS : Study Field: Degree / National Diploma in Supply Chain Management, Logistics, Procurement, Contract Management, Warehousing Degree / National Diploma in

Supply Chain Management, Logistics, Procurement, Warehousing.

ENQUIRIES : Mr L Mpfu Tel No: (012) 748-6278

GOVERNMENT COMMUNICATIONS AND INFORMATION SYSTEM INTERNSHIPS 2019

GOVERNMENT COMMUNICATIONS AND INFORMATION SYSTEM INTERNSHIPS
2019

**POST 48/35 : INTERNSHIP PROGRAMME: PROVINCIAL LIAISON REF NO:
3/1/5/1-43**

(24 months-contract)

Chief Directorate: Provincial & Local Liaison

STIPEND : R6747.75 per month

CENTRE : Limpopo Provincial Office

REQUIREMENTS : An appropriate National Diploma (NQF 6) or three (3) years Degree (NQF 7) in

Media Studies, Communications, Journalism or equivalent qualification, as

recognized by SAQA. Skills: Basic Computer literacy, Internet searches,

Communication (verbal and written), interpersonal, planning, monitoring and

research tools, problem solving and critical thinking skills.

Ability to work

independently and within a team. Ability to work under pressure to meet deadlines.

ENQUIRIES : Mr T Ravhura Tel No: 015 291 4689

POST 48/36 : INTERNSHIP PROGRAMME: PROVINCIAL LIAISON REF NO: 3/1/5/1-44

(24 months-contract)

Chief Directorate: Provincial & Local Liaison

STIPEND : R6747.75 per month

CENTRE : Northwest Provincial Office

REQUIREMENTS : An appropriate National Diploma (NQF 6) or three (3) years Degree (NQF 7) in

Media Studies, Communications, Journalism or equivalent qualification, as

recognized by SAQA. Skills: Basic Computer literacy, Internet searches,

Communication (verbal and written), interpersonal, planning, monitoring and

research tools, problem solving and critical thinking skills.

Ability to work

independently and within a team. Ability to work under pressure to meet deadlines.

ENQUIRIES : Ms B Mosadi Tel No: 018 381 7071

POST 48/37 : INTERNSHIP PROGRAMME: PROVINCIAL LIAISON REF NO: 3/1/5/1-45

(24 months-contract)

Chief Directorate: Provincial & Local Liaison

STIPEND : R6747.75 per month

CENTRE : Northern Cape

REQUIREMENTS : An appropriate National Diploma (NQF 6) or three (3) years Degree (NQF 7) in

Media Studies, Communications, Journalism or equivalent qualification, as

23

recognized by SAQA. Skills: Basic Computer literacy, Internet searches,

Communication (verbal and written), interpersonal, planning,

monitoring and
research tools, problem solving and critical thinking skills.
Ability to work
independently and within a team. Ability to work under
pressure to meet deadlines.

ENQUIRIES : Mr M Nagel Tel No: 053 832 1378/9

**POST 48/38 : INTERNSHIP PROGRAMME: PROVINCIAL LIAISON REF NO:
3/1/5/1-46**

(24 months-contract)

Chief Directorate: Provincial & Local Liaison

STIPEND : R6747.75 per month

CENTRE : Free state Provincial Office

REQUIREMENTS : An appropriate National Diploma (NQF 6) or
three (3) years Degree (NQF 7) in
Media Studies, Communications, Journalism or equivalent
qualification, as

recognized by SAQA. Skills: Basic Computer literacy, Internet
searches,

Communication (verbal and written), interpersonal, planning,
monitoring and

research tools, problem solving and critical thinking skills.

Ability to work

independently and within a team. Ability to work under
pressure to meet deadlines.

ENQUIRIES : Ms L Sehlabaka Tel No: 051 448 4504/5/6

**POST 48/39 : INTERNSHIP PROGRAMME: PROVINCIAL LIAISON REF NO:
3/1/5/1-47**

(24 months-contract)

Chief Directorate: Provincial & Local Liaison

STIPEND : R6747.75 per month

CENTRE : Western Cape Provincial Office

REQUIREMENTS : An appropriate National Diploma (NQF 6) or
three (3) years Degree (NQF 7) in
Media Studies, Communications, Journalism or equivalent
qualification, as

recognized by SAQA. Skills: Basic Computer literacy, Internet
searches,

Communication (verbal and written), interpersonal, planning, monitoring and research tools, problem solving and critical thinking skills. Ability to work independently and within a team. Ability to work under pressure to meet deadlines.

ENQUIRIES : Ms G Thopps Tel No: 021 697 0145

POST 48/40 : INTERNSHIP PROGRAMME: PROVINCIAL LIAISON REF NO: 3/1/5/1-48

(24 months-contract)

Chief Directorate: Provincial & Local Liaison

STIPEND : R6747.75 per month

CENTRE : Eastern Cape Provincial Office

REQUIREMENTS : An appropriate National Diploma (NQF 6) or three (3) years Degree (NQF 7) in

Media Studies, Communications, Journalism or equivalent qualification, as

recognized by SAQA. Skills: Basic Computer literacy, Internet searches,

Communication (verbal and written), interpersonal, planning, monitoring and

research tools, problem solving and critical thinking skills.

Ability to work

independently and within a team. Ability to work under pressure to meet deadlines.

ENQUIRIES : Mr N Pinyana Tel No: 043 722 4903/ 14

POST 48/41 : INTERNSHIP PROGRAMME: PROVINCIAL LIAISON REF NO: 3/1/5/1-49

(24 months-contract)

Chief Directorate: Provincial & Local Liaison

STIPEND : R6747.75 per month

CENTRE : Mpumalanga Provincial Office

REQUIREMENTS : An appropriate National Diploma (NQF 6) or three (3) years Degree (NQF 7) in

Media Studies, Communications, Journalism or equivalent qualification, as

recognized by SAQA. Skills: Basic Computer literacy, Internet

searches,
Communication (verbal and written), interpersonal, planning,
monitoring and
research tools, problem solving and critical thinking skills.
Ability to work
independently and within a team. Ability to work under
pressure to meet deadlines.

ENQUIRIES : Mr J Nkosi Tel No: 013 753 2397

24

**POST 48/42 : INTERNSHIP PROGRAMME: COMMUNICATION MONITORING
AND**

INFORMATION MANAGEMENT REF NO: 3/1/5/1-18/50

(24 months-contract)

Chief Directorate: Provincial & Local Liaison

STIPEND : R6747.75 per month

CENTRE : Kwa- Zulu Natal Provincial Office

REQUIREMENTS : An appropriate National Diploma (NQF 6) or
three (3) years Degree (NQF 7) in

Media Studies, Communications, Journalism or equivalent
qualification, as

recognized by SAQA. Skills: Basic Computer literacy, Internet
searches,

Communication (verbal and written), interpersonal, planning,
monitoring and

research tools, problem solving and critical thinking skills.

Ability to work

independently and within a team. Ability to work under
pressure to meet deadlines.

ENQUIRIES : Ms N Mngadi Tel No: 031 301 6787/8

**POST 48/43 : INTERNSHIP PROGRAMME: PROVINCIAL LIAISON REF NO:
3/1/5/1-51**

(24 months-contract)

Chief Directorate: Provincial & Local Liaison

STIPEND : R6747.75 per month

CENTRE : Gauteng Provincial Office

REQUIREMENTS : An appropriate National Diploma (NQF 6) or
three (3) years Degree (NQF 7) in

Media Studies, Communications, Journalism or equivalent qualification, as recognized by SAQA. Skills: Basic Computer literacy, Internet searches, Communication (verbal and written), interpersonal, planning, monitoring and research tools, problem solving and critical thinking skills. Ability to work independently and within a team. Ability to work under pressure to meet deadlines.

ENQUIRIES : Mr P Gumede Tel No: 011 331 0164

POST 48/44 : INTERNSHIP PROGRAMME: HUMAN RESOURCE MANAGEMENT REF NO:

3/1/5/1-18/52

(24 months-contract)

Directorate: Human Management

STIPEND : R6747.75 per month

CENTRE : Pretoria

REQUIREMENTS : Applicants must be in possession of a National Diploma (NQF 6) or Degree (NQF

7) in Human Resource Management or relevant qualification as recognized by

SAQA. The incumbent should be an organized and process driven individual. The

ideal candidate must be able to work under pressure and as part of a team and

adhere to set deadlines. He/she must have excellent command of the English

language, excellent written, grammatical and communication skills, self-motivated

and driven individual with strong interpersonal communication skills. Knowledge of

HR principles practices and legislation and Human Resources analytics skills.

ENQUIRIES : Ms L Makobe Tel No: 012 312 0232

DEA INTERNSHIP PROGRAMME

POST 48/18 : DEA INTERNSHIP PROGRAMME REF NO: CWM/01/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Honours Degree in Chemistry, Soil Science, Geohydrology, Geology,

Environmental Management or Natural Sciences

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

POST 48/19 : DEA INTERNSHIP PROGRAMME REF NO: CWM/02/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Honours Degree in Environmental Science or Management

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

POST 48/20 : DEA INTERNSHIP PROGRAMME REF NO: CCAQ/01/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BA Degree in Policy Studies or Public Policy

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr Dinilesizwe April Tel No: 012

399 9415

19

POST 48/21 : DEA INTERNSHIP PROGRAMME REF NO: CCAQ/02/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BEng, BSc or BTech Degree in Chemical Engineering or Metallurgy

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr

Dinilesizwe April Tel No: 012

399 9415

POST 48/22 : DEA INTERNSHIP PROGRAMME REF NO: EP/02/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : Nat Dip or BCom Degree in Financial Accounting

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr

Dinilesizwe April Tel No: 012

399 9415

POST 48/23 : DEA INTERNSHIP PROGRAMME REF NO: BC/01/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Environmental Economics, BSc Botany, BSc Environmental Science or

Management and Resource Economics

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr

Dinilesizwe April Tel No: 012

399 9415

POST 48/24 : DEA INTERNSHIP PROGRAMME REF NO: BC/02/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : Nat Dip Nature Conservation

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr

Dinilesizwe April Tel No: 012

399 9415

POST 48/25 : DEA INTERNSHIP PROGRAMME REF NO: BC/03/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Degree in Environmental Science or Management

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr

Dinilesizwe April Tel No: 012

399 9415

POST 48/26 : DEA INTERNSHIP PROGRAMME REF NO: BC/04/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Degree in Conservation Biology

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr
Dinilesizwe April Tel No: 012
399 9415

POST 48/27 : DEA INTERNSHIP PROGRAMME REF NO: BC/05/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Degree in Natural Resources Management with
Research

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr
Dinilesizwe April Tel No: 012
399 9415

POST 48/28 : DEA INTERNSHIP PROGRAMME REF NO: BC/06/2019

SALARY : R5 000.00 per month

20

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Degree in Botany & Zoology

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr
Dinilesizwe April Tel No: 012
399 9415

POST 48/29 : DEA INTERNSHIP PROGRAMME REF NO: BC/07/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Degree in Environmental Economics

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr
Dinilesizwe April Tel No: 012
399 9415

POST 48/30 : DEA INTERNSHIP PROGRAMME REF NO: EP/01/2019

SALARY : R5 000.00 per month

CENTRE : Western Cape, Cape Town

REQUIREMENTS : Nat Dip or BSc Degree in Environmental Sciences
or Management

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr
Dinilesizwe April Tel No: 012
399 9415

POST 48/31 : DEA INTERNSHIP PROGRAMME REF NO: C00/01/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : Nat Dip or Degree in Graphic Design

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr
Dinilesizwe April Tel No: 012
399 9415

POST 48/32 : DEA INTERNSHIP PROGRAMME REF NO: LACE/01/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : BSc Degree in Environmental Science or
Management

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr
Dinilesizwe April Tel No: 012
399 9415

POST 48/33 : DEA INTERNSHIP PROGRAMME REF NO: LACE/02/2019

SALARY : R5 000.00 per month

CENTRE : Gauteng, Pretoria

REQUIREMENTS : LLB Degree Specialising in Environmental Law

ENQUIRIES : Mr Mbongeni Mncube Tel No: 012 399 8691 or Mr
Dinilesizwe April Tel No: 012
399 9415

Mercedes-Benz: Graduate / Internship Programme 2019

Closing Date: 07 January 2019

Location: Pretoria

Mercedes-Benz South Africa is offering a unique development opportunity for recently-qualified graduates, who desire to be an integral part of the MBSA talent pool.

What does the MBSA Graduate Development Programme offer?

- relevant practical experience in your field of study

- exposure to a world class manufacturing facility and environment
- an opportunity to apply for positions within the organisation
- coaching and mentoring support

Who can apply?

Candidates who have recently graduated within the last 3 years a South African Citizen, or permanent resident of South Africa.

Recently qualified graduates, (with a full NQF 6 or higher), in the following career streams:

- Engineering: Mechanical and Industrial
- Marketing and Sales
- Human Resources Management
- Bachelor Commerce Finance / Financial Management
- Corporate Communications related

In your application, please include:

- A CV as an attachment (ensure that the file size is small enough to upload, e.g. PDF)
- Certified copies of your Grade 12 and tertiary certificates, and your latest Tertiary results
- A copy of your ID
- Ensure a contact number and email address is provided

“Mercedes-Benz South Africa is proud to be an equal opportunity employer. All qualified applicants will be considered, however the following will apply:

- foreign nationals must qualify for a work visa/permit as per the provisions of the Immigration Act 13, 2002;
- division’s Employment Equity Plan in terms of the Employment Equity Act, No 58, 1998.
- Code of good practice on the employment of people with disabilities”

Other Important information

- Late and incomplete applications will not be considered
- If you have not heard from us by the **15 February 2019** please take it that your application has been unsuccessful.
- Please note the email address provided is for query purposes only, no emailed applications will be accepted.

Qualifications

What are the criteria?

- Grade 12, with distinction in HG Mathematics and/or HG Physical Science an advantage (Engineering streams)
- Relevant Tertiary Qualification, with an average pass mark 65% will be an advantage

How To Apply

[Apply Online for the Mercedes- Benz Graduate / Internship Programme](#)

Dept of Government Printing Works: Graduate / Internship Programme 2019

Dept of Government Printing Works: Graduate / Internship Programme 2019

CLOSING DATE: 14 December 2018, 12 noon

Location: Pretoria

STIPEND: R6000 per month

Duration: 24 months – contract

The Government Printing Works is an equal opportunity, affirmative action employer. It is intended to promote representivity through the filling of these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will receive preference.

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| <p>Grad / Intern: HUMAN RESOURCES MANAGEMENTRef: GRAD 2019 / 1 : Recruitment and Selection [x2] Human Resources Development [x1] Labour Relations [x1] Conditions of employment [x1] <i>Study Field:</i> B.Com HRM / BAdmin HRM / B.Com Industrial Psychology / ND HRM / BTech HRM / Labour Relations</p> |
| <p>Grad / Intern: FINANCIAL SERVICESRef: GRAD 2019 / 2 Accounts Receivable [x2] Accounts Payable [x1] General Ledger / Payroll) [x1] Budgeting [x1] <i>Study Field:</i> B.Com Financial Management / B.Com Accounting</p> |
| <p>Grad / Intern: RISK AND COMPLIANCE MANAGEMENTRef: GRAD 2019 / 3 [x2] <i>Study Field:</i> ND Risk Management / B – Tech Risk Management / ND Internal Audit / B – Tech Internal Audit</p> |
| <p>Grad / Intern: MONITORING & EVALUATIONRef: GRAD 2019 / 4 [x1] <i>Study Field:</i> ND Monitoring & Evaluation / B – Admin Public Management or Administration / B.Com Business Management 30</p> |
| <p>Grad / Intern: MARKETING & STAKEHOLDER RELATIONSRef: GRAD 2019 / 5 [x3] <i>Study Field:</i> B.Com Marketing Relations / ND Marketing Relations</p> |
| <p>Grad / Intern: INFORMATION COMMUNICATION TECHNOLOGYRef: GRAD 2019 / 6 [x4] <i>Study Field:</i> ND ICT Systems / BSc Information & Communication Technology</p> |

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|---|
| <p>Grad / Intern: OPERATIONS MANAGEMENT REF NO: GRAD 2019 / 7 [x1] <i>Study Field:</i> BSc Industrial Engineering / ND Operations Management</p> |
| <p>Grad / Intern: ORIGINATION Ref: (GRAD 2019 / 8 [x1] <i>Study Field:</i> ND Graphic Design</p> |
| <p>Grad / Intern: PRODUCTION MANAGEMENT REF NO: GRAD 2019 / 9 [x4] <i>Study Field:</i> BSc Industrial Engineering / ND Operations Management</p> |
| <p>Grad / Intern: MAINTENANCE Ref: GRAD 2019 / 10 [x2] <i>Study Field:</i> Mechanical Engineering / Electrical Engineering</p> |
| <p>Grad / Intern: SCHEDULING AND ORDER PROCESSING Ref: GRAD 2019 / 11 [x2] <i>Study Field:</i> ND Operations Management</p> |
| <p>Grad / Intern: ESTIMATIONS / OUTSOURCE P RINTING Ref: GRAD 2019 / 12: [x2] <i>Study Field:</i> ND Costing / ND Cost Management Accounting / ND Operations Management .</p> |
| <p>Grad / Intern: INTERNAL AUDITING Ref: GRAD 2019 / 13 [x3] <i>Study Field:</i> ND / B – Tech Internal Auditing / B.Com Internal Auditing</p> |
| <p>Grad / Intern: SUPPLY CHAIN MANAGEMENT Ref: GRAD 2019 / 14 [x6] <i>Study Field:</i> Degree / National Diploma in Supply Chain Management, Logistics, Procurement, B Proc / LLB , Warehousing</p> |
| <p>Grad / Intern: REGIONAL WAREHOUSES Ref: GRAD 2019 / 15 [x3] Location: Polokwane, Mmabatho, East London <i>Study Field:</i> Degree / National Diploma in Supply Chain Management, Logistics, Procurement, Contract Management, Warehousing</p> |

Grad / Intern: LOGISTICS AND FACILITIESRef: GRAD 2019 / 16
[x3]

Study Field: Degree / National Diploma in Supply Chain Management, Logistics, Procurement, Contract Management, Warehousing

How To Apply

All applications must be forwarded to: The Branch: Human Resources, Government Printing Works, 149 Bosman Street, Pretoria or Private Bag X85, Pretoria, 0001

FOR ATTENTION: Ms M Mbokane, Human Resources

NOTE: Applications must be submitted on [form Z83](#) (obtainable from any Public Service Department or download it from www.gpwonline) and must be completed in full and page 2 duly signed; Clear indication of the post and reference number that is being applied for must be indicated on your Z83, A recent comprehensive CV specifying all qualifications and experience with respective dates. Certified copies of qualifications, ID and a valid driver's license (where required), must be attached. It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority (SAQA). The Government Printing Works reserves the right to fill or not fill its advertised posts. General information: Shortlisted candidates must be available for interviews at a date and time determined by the Government Printing Works. Shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the jobs; the logistics of which will be communicated by the Government Printing Works. Following the interview and the technical exercise, the Selection panel will recommend candidates to attend a generic management competency assessment (in compliance with the DPSA Directive on the Implementation of Competency – based assess

ments). The competency assessment will be testing generic managerial competencies, using the mandated DPSA SMS competency assessment tools. Personnel suitability checks will also be administered as a part of the selection process. Successful candidates will be required to enter in an employment contract and performance agreement (as relevant), and must obtain a positive security clearance. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful

ENQUIRIES: Mr L Mpofu Tel No: (012) 748 – 6278

DEA: Graduate / Internship Programme 2019

DEA: Graduate / Internship Programme 2019

Closing date: 21 December 2018.

Applications for the 2019/20 Internship Programme intake are now open. The department invites unemployed graduates, who wish to apply for the 24 months Internship Programme. DEA is an equal opportunity, affirmative action employer. It is our intention to promote representivity (race, gender and disability). The persons with disabilities will receive preference for the Internship programme, and therefore are encouraged to apply. The departmental recruitment and selection processes apply. The programme will commence on 01st April and end on 31st March (**24 Months**). Successful candidates will receive a stipend / allowance of **R5 000.00**per

month.

Procedures and information to apply

| Gauteng, Pretoria |
|---|
| <ul style="list-style-type: none">• <i>BSc Honours Degree in Chemistry, Soil Science, Geohydrology, Geology, Environmental Management or Natural Sciences</i> CWM/01/2019 |
| <ul style="list-style-type: none">• <i>BSc Honours Degree in Environmental Science or Management</i> CWM/02/2019 |
| <ul style="list-style-type: none">• <i>BA Degree in Policy Studies or Public Policy</i> CCAQ/01/2019 |
| <ul style="list-style-type: none">• <i>BEng, BSc or BTech Degree in Chemical Engineering or Metallurgy</i> CCAQ/02/2019 |
| <ul style="list-style-type: none">• <i>Nat Dip or BCom Degree in Financial Accounting</i> EP/02/2019 |
| <ul style="list-style-type: none">• <i>BSc Environmental Economics, BSc Botany, BSc Environmental Science or Management and Resource Economics</i> BC/01/2019 |
| <ul style="list-style-type: none">• <i>Nat Dip Nature Conservation</i> BC/02/2019 |
| <ul style="list-style-type: none">• <i>BSc Degree in Environmental Science or Management</i> BC/03/2019 |
| <ul style="list-style-type: none">• <i>BSc Degree in Conservation Biology</i> BC/04/2019 |
| <ul style="list-style-type: none">• <i>BSc Degree in Natural Resources Management with Research</i> BC/05/2019 |
| <ul style="list-style-type: none">• <i>BSc Degree in Botany & Zoology</i> BC/06/2019 |
| <ul style="list-style-type: none">• <i>BSc Degree in Environmental Economics</i> BC/07/2019 |

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|---|
| <ul style="list-style-type: none"> • <i>Nat Dip or Degree in Graphic Design</i> C00/01/2019 |
| <ul style="list-style-type: none"> • <i>BSc Degree in Environmental Science or Management</i> LACE/01/2019 |
| <ul style="list-style-type: none"> • <i>LLB Degree Specialising in Environmental Law</i> LACE/02/2019 |
| Western Cape, Cape Town |
| <ul style="list-style-type: none"> • <i>Nat Dip or BSc Degree in Environmental Sciences or Management</i> EP/01/2019 |

Environmental Careers Overview

The environment provides many exciting, interesting and satisfying career choices stretching across a tremendous range of fields and disciplines. Working in the environmental field is rewarding because you can contribute to the maintenance and conservation of essential life systems necessary for our human survival. There are two main routes which you can take:

- A social-environmental perspective
- An environmental science perspective

It is important to note that these two complement one another and effective environmental management combines both these perspectives.

Social-environmental careers

Normally one progresses into the social-environmental perspective through a Social Science or Arts degree presented at a university. Subjects may include Anthropology, Archaeology, Development Studies, Geography and Environmental Studies, Law (Environmental Law), Journalism (Environmental Journalism) and Education (Environmental Education). Careers in this field are centred around humans and their relations with the environment, and ways of making these relations

beneficial to both people and the environment.

Career path qualification:

- Community conservation and rural development
BA degree with subjects such as Anthropology, Development Studies, Geography and Environmental Studies
- Environmental educators
HdipEd with subjects such as Geography or Biology
Formal Environmental Education courses pursued at postgraduate level
- Environmental lawyers
BA LLB degree with Environmental Law as a subject
- Environmental journalists
No formal qualification other than journalism (degree or diploma)
- Cultural resource specialists
BA degree with subjects such as Archaeology, Anthropology, Political and Social Studies or Social History
- Eco-tourism specialists
Tourism degree or diploma with environmental interest

Environmental science careers

Environmental science careers start by completing a science degree at university or a relevant diploma course at technikon. Subjects in the natural sciences such as Zoology, Botany and Ecology generally lead to a career path in biodiversity conservation, but may also lead to a career in environmental management. Subjects in the physical sciences such as Mathematics, Physics and Chemistry might lead to a career path in environmental management aspects such as pollution control or waste management. Landscape architects and civil engineers pursue environmental management through ensuring that environmental concerns are brought to bear on infrastructural development.

Career path qualification

- Environmental impact assessment and environmental management
BSc degree in natural sciences with postgraduate courses in environmental management
- Landscape architect
Landscape architect degree at the University of Pretoria or the University of Cape Town
- Nature conservation
Technikon diploma in Nature Conservation or BSc degree with subjects such as Zoology, Botany, Ecology.
- Specialist scientists in biodiversity e.g. marine biologist, zoologist, ecologist
- Postgraduate degrees in Zoology, Botany and Ecology, specialising in particular fields of interest
- Waste managers and pollution controllers
BSc degree with subjects such as Mathematics, Physics, Chemistry, Climatology
Technikon diploma or degree in Environmental Science or Engineering
- Environmental engineers
Civil Engineering degree or B Tech degree in Civil Engineering

Universities and Technikons will have more information on courses and degrees.

Contact the Department of Environmental Affairs for more information as well as the requirements and timelines of the annual internship programme's intake. The call for applications is usually sent out in October/November each year.

Mr Thomas Mathiba. Director: Sector Education, Training and Development

Tel: 012 399 9922

Email: tmathiba@environment.gov.za

Call Centre: 086 111 2468

Email: callcentre@environment.gov.za

Switch Board: 012 399 9000

How To Apply

Applicants must:

- be unemployed youth (SA citizens),
- have not previously participated in any internship programme in the Public Service,
- have completed at least a 3 year qualification from a recognised Higher Education Institution.

Applications must be:

- accompanied by an updated CV, certified copies (*not older than 3 months*) RSA ID document, qualifications (you are encouraged to attach academic record),
- completed on the Z83 form, on the **space provided** for position indicate "DEA INTERNSHIP PROGRAMME" and use the **reference provided on the advert**.

Incomplete, e-mailed, faxed and late applications will NOT be considered.

» [Download the advert](#) [PDF]

» [Download the Z83 application form](#) [PDF]

Enquiries and hand deliveries:

Pretoria:

Environment House
473 Steve Biko Street,
C/o Steve Biko and Soutpansberg Road
Arcadia
Pretoria

For enquiries contact:

Mr Mbongeni Mncube

Tel: 012 399 8691

Mr Dinilesizwe April

Tel: 012 399 9415

Postage:

Applications must be directed to Department of Environmental Affairs, Private Bag X447, Pretoria, 0001, Attention: Learning and Development.

Note:

- Correspondence will only be limited to successful candidates. If you have not heard from us within 3 months after the closing date, please accept that your application was unsuccessful.

Dept of Education: Graduate / Internship Programme 2019

WC Dept of Education: Graduate / Internship Programme 2019

Closing Date: 7 December 2018

The Western Cape Education Department (WCED) will commence with its Graduate Internship Programme on 1 April 2019 and unemployed South African graduates residing in the Western Cape are invited to apply.

You may apply for the specific internship posts if you are in possession of a degree or diploma with an average mark of 60% in one of the following academic qualifications: Financial Management Systems; Financial Management; Accounting and

Auditing; Human Resource Management / Development; Public Management; Office Management and Technology; Labour Relations Management or Project Management.

The WCED Graduate Internship Programme is a youth programme (focusing on ages 20 to 26) and will provide an opportunity to gain practical work experience for a maximum period of 24 months, whereby successful candidates will receive a monthly stipend of R5 728,54. Women and people with disabilities are particularly encouraged to apply.

Please indicate by choosing a reference below, the district or office where you would prefer to be placed.

- **Financial Management, Accounting and Auditing:** ♦ Overberg (Caledon) (Ref. IP010B) ♦ West Coast (Paarl) (Ref. IP01WC) ♦ Cape Winelands (Worcester) (Ref. IP01CW) ♦ Metro North (Parow) (Ref. IP01MN) ♦ Metro East (Kuils River) (Ref. IP01ME) ♦ Head Office (Cape Town) (Ref. IP01H0)
- **Supply Chain / Procurement Management:** ♦ Overberg (Caledon) (Ref. IP020B) ♦ West Coast (Paarl) (Ref. IP02WC)
- **Public Management:** ♦ Metro North (Parow) (Ref. IP03MN) ♦ Metro South (Mitchells Plain) (Ref. IP03MS) ♦ Eden and Central Karoo (George) (Ref. IP03ECK)
- **Human Resource Management and Labour Relations:** ♦ Head Office (Cape Town) (Ref. IP04H0) ♦ Metro East (Kuils River) (Ref. IP04ME) ♦ Metro South (Mitchells Plain) (Ref. IP04MS) ♦ Metro Central (Maitland) (Ref. IP04MC)
- **Office Management and Technology:** ♦ Cape Winelands (Worcester) (Ref. IP05CW) ♦ Metro Central (Maitland) (Ref. IP05MC) ♦ Head Office (Cape Town) (Ref. IP05H0)
- **Project Management:** ♦ Head Office (Cape Town) (Ref. IP06H0) ♦ Metro Central (Maitland) (Ref. IP06MC) ♦ Cape Winelands (Worcester) (Ref. IP06CW)

Candidates must submit a completed [Z83 form](#), obtainable from

any government department, together with a certified copy of the relevant qualification and a South African barcoded ID book or South African ID card as well as the academic results certified by the academic institution.

How To Apply

Instructions to candidates: Clearly indicate on the application the correct reference number, preferred office for placement and academic field for the attention of Mr L Ndzongo, Directorate: Strategic People Management, Western Cape Education Department, Private Bag X9114, Cape Town 8001.

Please note: Copies of certified copies and faxes will not be accepted. The WCED will not be held responsible for any costs relating to relocation, subsistence and travelling.

Correspondence will be limited to short-listed candidates only. Kindly accept that, if you do not hear from the WCED by 1 April 2019, your application was unsuccessful.

Enquiries: Mr L Ndzongo, tel. (021) 467-2190

PathCare: Graduate / Internship Programme 2019

Closing date: Friday, 30th November 2018

We seek motivated individuals who are accountable and reliable; who possess a responsible work ethic; who are responsive to customer needs; and who can concentrate effectively under pressure with good attention to detail.

Key Competency Requirements

- N6 theory from a public TVET (FET) college (Management Assistant or Office Administration will be advantageous)
- Read, write and speak English fluently
- Read, write and understand basic Afrikaans
- Effective communication and interpersonal skills
- Ability to work effectively as part of a team and independently
- A positive attitude & flexible work-style

Applicants will be required to complete proficiency tests and undergo panel interviews. Applicants who score highest in the competitive process and who are deemed most suitable will be selected.

Please note that this is a contract position, the duration of the contract is 18 months and will commence in 2019. Placement is in Cape Town only and is possible in various departments at PathCare.

Hwo To Apply

Individuals who meet the criteria and are interested in applying for a place on this programme are required to email francine.vdermerwe@pathcare.org to obtain the application form.

Candidates are required to print and complete the application form and hand deliver this along with all supporting documents to the PathCare Academy, 1 Birmingham Street, N1 City, Goodwood.

Please note: by applying for this position, your application will be subject to verification checks of your driver's licence, ID document, qualifications, credit and criminal checks if required. Candidates must be willing to participate in a rigorous evaluation process.

PathCare is committed to the pursuit of excellence and diversity in achieving our equity targets and the

organisation's approved Employment Equity plan will be considered as part of the talent acquisition process.

Use this [CV template](#) for your application

The Presidency: Internship Programme 2019

CLOSING DATE: 07 December 2018 at 16h00

Location: Pretoria

The Presidency is an equal opportunity, affirmative action employer. It is our intention to promote representivity (race, gender and disability). The candidature of persons whose transfer / appointment will promote representivity will receive preference. Candidates with disabilities are encouraged to apply.

STIPEND : The Interns will receive a stipend according to the level of qualification obtained: R5 728.53 per month (National Diploma) R7 072.18 per month (Bachelor's / Honours Degree) R8 741.51 per month (Master's Degree)

REQUIREMENTS : Applicants must be in possession of the following undergraduate or postgraduate qualifications to apply:

- Public Administration
- Public Policy
- Social Science
- Records Management
- Public Management
- Economics

- Development Studies
- Administration
- Business Administration
- Risk Management
- Accounting
- Internal Audit
- Law
- LLB
- Political Science
- Office Management and Technology
- Communication
- Journalism
- Public Relations
- Marketing
- Cost and Management Accounting
- Financial Management
- Supply Chain Management
- Logistics Management
- Public Finance and Accounting
- Business Management
- Financial Accounting
- Purchasing
- Finance
- Bachelor of Arts
- Office Administration

How To Apply

NOTE: Unemployed South African graduates / post graduates who are younger than 35 years of age, with a tertiary qualification in one of the fields of study mentioned in a specific advert, who has not been previously employed under any internship programme. Applications must be submitted on [form Z83](#) and should be accompanied by certified copies of qualifications, ID as well as a comprehensive CV in order to be considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African

Qualification Authority (SAQA). Failure to submit the requested documents will result in your application not being considered. Correspondence will be limited to successful candidates only. If you have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful. Shortlisted candidates will be subjected to a pre – employment screening. The outcome of this screening will be considered to determine suitability for employment. These internships are based in Pretoria . Candidates must be willing and able to find their own accommodation in Pretoria, considering that they will not earn a salary but only a stipend. Each post must be applied for on a separate application. If an application is received where person makes reference to more than one post, only the first reference will be considered.

APPLICATIONS: The Presidency, Private Bag X1000, Pretoria, 0001 or Hand deliver at Government Avenue, Union Buildings, Arcadia, Pretoria

FOR ATTENTION: Ms Kefilwe Maubane

ENQUIRIES : Ms Karabo Madiseng Tel No: (012) 300 1806

PSG: Graduate / Internship Programme 2019

Closing Date:30 November 2018

PSG is a leading financial services provider in South Africa and is committed to contribute towards the growth, development and empowerment of youth in the country. We believe that in addition to hiring the best talent, a diversity of

perspectives, ideas and cultures leads to the creation of better financial products and services.

Our PSG Graduate programme aims to create a pipeline of young talent within the financial services industry. The programme offers graduates an opportunity to gain on-the-job practical workplace experience while providing on-going support and training.

What is in it for you?

- A 12 month graduate opportunity
- Continuous coaching, mentoring and on-the-job training
- Work exposure within the financial services industry

Requirements

- Be South African Citizens
- Average of 65% and above

Personal Attributes

- Ambitious & looking to advance in their career within the financial services industry
- Energetic and solution focused
- Team orientated
- Work well under pressure
- Resilient
- Attention to detail

Accounting Grad / Intern

- Degree in the following
 - Financial Accounting
 - Accounting (CIMA route)

[Apply Online for the PSG Accounting Graduate / Internship Programme](#)

Actuarial Grad / Intern

- Degree in Actuarial Science

[Apply Online for the PSG Actuarial Graduate / Internship Programme](#)

Engineering Grad / Intern

- Software / Computer Engineering
- Electronic and Electrical Engineering
 - Mechanical Engineering

[Apply Online for the PSG Engineering Graduate / Internship Programme](#)

Investment Management Grad / Intern

- Investment Management
- Portfolio Management
- Financial Analysis

[Apply Online for the PSG Investment Graduate / Internship Programme](#)

Mathematics Grad / Intern

- Applied Mathematics
- Mathematical Sciences
 - Statistics

[Apply Online for the PSG Mathematics Graduate / Internship Programme](#)

Information Technology Grad / Intern

- Information Systems
- Computer Science / Informatics
 - Software Engineering

[Apply Online for the PSG IT Graduate / Internship Programme](#)

Legal Grad / Intern

- Bachelor of Law Degree

[Apply Online for the PSG Law Graduate / Internship Programme](#)

Financial Graduate (Bloemfontein)

- Completed Bachelor of Commerce in Finance – such as BCom (Finance / Business Finance / Investments / Financial Planning Law / Financial Sciences / Investment Management), BCom (Economics), Postgraduate Diploma in Financial Planning and / or CFP
- Proficient in both spoken and written English and at least one other of the official South African languages
[Apply Online for the PSG Finance Graduate / Internship Programme](#)

Financial Graduate (Cape Town)

- Completed Bachelor of Commerce in Finance – such as BCom (Finance / Business Finance / Investments / Financial Planning Law / Financial Sciences / Investment Management), BCom (Economics), Postgraduate Diploma in Financial Planning and / or CFP
- Proficient in both spoken and written English and at least one other of the official South African languages
[Apply Online for the PSG Finance Graduate / Internship Programme](#)

Financial Graduate (Johannesburg)

- Completed Bachelor of Commerce in Finance – such as BCom (Finance / Business Finance / Investments / Financial Planning Law / Financial Sciences / Investment Management), BCom (Economics), Postgraduate Diploma in Financial Planning and / or CFP
- Proficient in both spoken and written English and at least one other of the official South African languages
[Apply Online for the PSG Finance Graduate / Internship Programme](#)

Financial Graduate (Pretoria)

- Completed Bachelor of Commerce in Finance – such as BCom (Finance / Business Finance / Investments / Financial Planning Law / Financial Sciences / Investment Management), BCom (Economics), Postgraduate Diploma in Financial Planning and / or CFP
- Proficient in both spoken and written English and at least one other of the official South African languages
[Apply Online for the PSG Finance Graduate / Internship Programme](#)

Financial Graduate (Durban)

- Completed Bachelor of Commerce in Finance – such as BCom (Finance / Business Finance / Investments / Financial Planning Law / Financial Sciences / Investment Management), BCom (Economics), Postgraduate Diploma in Financial Planning and / or CFP
- Proficient in both spoken and written English and at least one other of the official South African languages
[Apply Online for the PSG Finance Graduate / Internship Programme](#)

Financial Graduate (East London)

- Completed Bachelor of Commerce in Finance – such as BCom (Finance / Business Finance / Investments / Financial Planning Law / Financial Sciences / Investment Management), BCom (Economics), Postgraduate Diploma in Financial Planning and / or CFP
- Proficient in both spoken and written English and at least one other of the official South African languages
[Apply Online for the PSG Finance Graduate / Internship Programme](#)

Informatics Software Engineer Grad / Intern

- BSc / PhD degree in Computer Science, Math, Machine Learning
- BEng / MEng degree focused on Software, IT, Systems Modelling and Analysis, Artificial Intelligence, Operations Research and Decision Support

[Apply Online for the PSG Software Engineer Graduate / Internship Programme](#)

SAPS Legal & Policy Services: Graduate / Internship Programme 2019

Closing Date: 30 November 2018

Location: Pretoria

The South African Police Service hereby invites unemployed youth who conform to the requirements for a twelve-month internship programme at Division:Legal & Policy Services. The internship programme is part of the National Human Resource Development Strategy and the National Skills Development Strategy.

Requirements

- Must be between ages 18 – 35
- Be a South African citizen
- Must be in possession of Senior Certificate (Grade 12) or equivalent qualification
- Must have no criminal record(s)
- Applicants must be unemployed, was never employed in field of the post and never participated in an

internship programme in the relevant field of the post previously

- Applicants must be residents of the province where the post is advertised (proof of residential address to be attached)
- Applicants are restricted to apply for 3 positions only (to complete an application for each Ref Number)

Intern categories: Graduate Intern: Tertiary Qualification is required

Student Intern: Need practical experience in order to finalise qualification Intern: Senior Certificate (Grade 12) no tertiary qualification is required.

NB: Stipend for each category will be as determined by the Head: ETD Skills Development: South African Police Service

SUPPORT SERVICES: INTERN [x1] *Human Resource Management*

Location Pretoria, Head o ffice

Ref Number LPS1

Additional Requirements:

- B e in possession of Senior Certificate (Grade 12) .
 - Computer literate .

Core Functions:

- The intern must assist with the maintenance of effective strategic human resource management.
- Administer effective Personnel Management practices within the Division.
- Assist with the implementation of Human Resource Utili sation (HRU) programmes and procedures.
 - Assist with the rendering of relevant Human Resource Development (HRD) programmes and ensure development and utilisation of personnel.
- Assist with the general office administration to ensure the smooth function of the office.

SUPPORT SERVICES: INTERN [x1] *Supply Chain Management*

Location Pretoria, Head Office

Ref Number LPS 2

Additional Requirements:

- Be in possession of Senior Certificate (Grade 12) .
- A Diploma in Supply Chain Management will be an advantage
- Computer Literate .

Core Functions:

- Assist with the rendering of effective and efficient support by administering the procurement process
- Assist with the administration of Cellular phones
- Assist with the administration of Vehicle Fleet Management
- Assist with the administration of Inventory and Stocktaking for the Division

SUPPORT SERVICES: INTERN [x1] *Financial Administration*

Location Pretoria, Head office

Ref Number LPS 3

Additional Requirements:

- Be in possession of Senior Certificate (Grade 12) with Accounting .
- A Diploma / Degree in Financial Management or Accounting will be an advantage.
- Computer Literate .

Core Functions:

- Assist with the administration of the budget and coordinate the expenditure of the Division
- Assist with the administration of monitoring of all financial claims and overtime allowance payments
- Assist with the rendering of financial administrative support

MANAGEMENT INFORMATION & STRATEGIC PLANNING: INTERN

[x1] *Strategic Management*

Location Pretoria, Head office

Ref Number LPS4

Additional Requirements:

- Be in possession of a Diploma / Degree in Public Administration / Strategic Management / Policing / Public Management and be Computer Literate.

Core Functions:

- To assist in the facilitation and development of the Divisional Annual Operational Plans
- To assist in the facilitation and development of the Divisional Risk Management Processes
- To assist in the analysis of quarterly performance reports and the compilation of the quarterly and annual reports
- To assist with administrative support during the Divisional quarterly review sessions
- To provide administrative support to the : Management Information and Strategic Planning

GOVERNANCE POLICY AND LEGISLATION MANAGEMENT: INTERN

[x1] *Research*

Location Pretoria, Head office

Ref Number LPS 5

Additional Requirements:

- Be in possession of Diploma / Degree (LLB) .
 - Computer Literate
- Be in possession of at least a valid light vehicle driver's licence.

Core Functions:

- Administrative support to the Heads Governance, Policy and Legislation Management.
- Research on Legal aspects in preparation of Legal opinions rendered.
 - Research and conducting of Legal Environmental Scan.
 - Support on the development of Legal Policy.

RESOURCE: LEGAL SUPPORT [x1] *Contracts Drafting*

Location Pretoria, Head office

Ref Number LPS 5

Additional Requirements:

- Be in possession of Diploma / Degree (LLB) . Computer Literate.
- Be in possession of at least a valid light vehicle driver's licence.

Core Functions:

- Assist with vetting and analysing contracts in relation to the Divisions Technology Management Services, Supply Chain Management, Human Resource Development and Human Resource Utilisation ;
- Assist with the rendering of legal opinions on Human Resource, Training, Financial Management and Supply Chain Management policies;
- Assist with the researching and analysing of court judgments;
 - Assist with drafting of agreements;
 - Assist with the handling of appeals; and
 - Assist with general Interpretation of Law.

LITIGATION AND ADMINISTRATION: INTERN [x4] *Legal Support and Arbitration*

Location Pretoria, Head Office

Ref Number LPS 6

Additional Requirements:

- Be in possession of Diploma / Degree (LLB) or legal – related qualification . Computer Literate.
- Be in possession of at least a valid light vehicle driver's licence.

Core Functions:

- Assist in providing legal assistance in the preparing of legal documents and correspondences.
- Assist in preparing and compiling documentary exhibits.
- Assist with the conducting of investigations on the facts of the case.
 - Assist in providing assistance with research on legal matters. 4
- Assist in accompanying legal officers during consultations.
- Assist with the general office administration to ensure the smooth function of the office

GENERAL:

- Only the official [application form](#) for the internship programme (available on the SAPS website) will be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application.
- The reference number of the post must be correctly specified on the application form.
- A Curriculum Vitae must be submitted together with the application form and
- proof of residence.
- Certified copies of an applicant's ID document, Senior Certificate and all post school educational qualifications obtained must also be submitted and attached to every application. Certified copies should not be older than 3 months. No faxed or e-mailed

- applications will be considered
- only certificate of qualifications will be accepted, and not a statement of results.
 - Applicants will be subjected to fingerprint screening and reference checking.
 - Applications must be mailed timeously. Late applications will not be accepted or considered. The closing date for all applications is 2018-07-20 at 12h00.
 - If an applicant is short-listed, it can be expected of him / her to undergo a personal interview. Short-listed applicants may be subjected to security clearance.
 - Correspondence will be conducted with successful interns only. If you have not been contacted within 2 months after the closing date of this advertisement, please accept that your application was unsuccessful.
 - The South African Police Service is under no obligation to fill a post after advertisement thereof.
 - A stipend will be paid according to proof of relevant qualification.
 - Recommended candidates will be expected to sign a 12 month internship contract.
 - Internship program in the SAPS may not be regarded as a guarantee for automatic absorption for permanent appointment.

How To Apply

Application Can Be Posted To:

The Divisional Commissioner: Legal and Policy Services Support
Services Private Bag X94 Pretoria 0001

Applications Hand Delivered To:

SAPS Head Office 255 Presidia Building Paul Kruger & Pretorius
Street Pretoria 5

Enquiries Can Be Directed To:

Col Roos Tel no (012) 393 7002
CPO Mashiane Tel no (012) 393 7172

SAPS: Graduate / Internship Programme 2019

Closing Date: 30 November 2018

Location: Eastern Cape, Gauteng, Western Cape

The South African Police Service hereby invites unemployed youth who conform to the requirements for a twelve-month internship programme at Division : Human Recourse Development: SAPS Academies. The internship programme is part of the National Human Resource Development Strategy and the National Skills Development Strategy.

Requirements

- Must be between ages 18 – 35
- Be a South African citizen
- Must be in possession of Senior Certificate (Grade 12) or equivalent qualification
- Must have no criminal record(s)
- Applicants must be unemployed, was never employed in field of the post and never participated in an internship programme in the relevant field of the post previously
- Applicants must be residents of the province where the post is advertised (proof of residential address to be attached)
- Applicants are restricted to apply for 3 positions only (to complete an application for each ref number)

Intern categories: Graduate Intern: Tertiary Qualification is required

Student Intern: Need practical experience in order to finalise qualification Intern: Senior Certificate (Grade 12) no tertiary qualification is required.

NB: Stipend for each category will be as determined by the Section Head: ETD Skills Development: South African Police Service

| Hospitality Management (Student Interns) |
|--|
| <ul style="list-style-type: none">• SAPS Academy All Saints Ref 1 / 2018 HRD [x2]<ul style="list-style-type: none">• SAPS Academy Bhisho Ref 2 / 2018 HRD [x2]• SAPS Academy Bishop Lavis Ref 3 / 2018 HRD [x2]• SAPS Academy Graaff Reinet Ref 4 / 2018 HRD [x2]<ul style="list-style-type: none">• SAPS Academy Oudtshoorn Ref 5 / 2018 HRD [x2]• SAPS Academy Philippi Ref 6 / 2018 HRD [x2]• SAPS Academy Tshwane Ref 7 / 2018 HRD [x4]• SAPS Academy Ulundi Ref 8 / 2018 HRD [x2] <p>Requirements: Be in possession of a Certificate in Hospitality Management or equivalent certificate</p> <p>Core Functions: Planning, preparation and serving of meals. Clean, Organise and keep the kitchen, dining halls and store rooms hygienically. Contribute to the proper utilisation of the resources allocated to the post environment</p> |
| Finance Management (Graduate Interns) |

- SAPS Academy Bhisho Ref 10 / 2018 HRD [x2]
- SAPS Academy Bishop Lavis Ref 11 / 2018 HRD [x2]
- SAPS Academy Graaff Reinet Ref 12 / 2018 HRD [x1]
- SAPS Academy Oudtshoorn Ref 13 / 2018 HRD [x1]
- SAPS Academy Philippi Ref 14 / 2018 HRD [x2]
- SAPS Academy Tshwane Ref 15 / 2018 HRD [x2]

Additional Requirements: Be in possession of a National Diploma / Degree in Financial Management or equivalent qualification

Core Functions: Administer and monitor all financial claims, payments, standing advance, debts and administrative processes. Administer and control semi – official institutions. Render financial administrative support.

GENERAL:

- Only the official [application form](#) for the internship programme (available on the SAPS website) will be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application.
- The reference number of the post must be correctly specified on the application form.
- A Curriculum Vitae must be submitted together with the application form and
- proof of residence.
- Certified copies of an applicant's ID document, Senior Certificate and all post school educational qualifications obtained must also be submitted and attached to every application. Certified copies should not be older than 3 months. No faxed or e-mailed applications will be considered
- only certificate of qualifications will be accepted, and not a statement of results.
- Applicants will be subjected to fingerprint screening and reference checking.
- Applications must be mailed timeously. Late applications

will not be accepted or considered. The closing date for all applications is 2018-07-20 at 12h00.

- If an applicant is short-listed, it can be expected of him / her to undergo a personal interview. Short-listed applicants may be subjected to security clearance.
- Correspondence will be conducted with successful interns only. If you have not been contacted within 2 months after the closing date of this advertisement, please accept that your application was unsuccessful.
- The South African Police Service is under no obligation to fill a post after advertisement thereof.
- A stipend will be paid according to proof of relevant qualification.
- Recommended candidates will be expected to sign a 12 month internship contract.
- Internship program in the SAPS may not be regarded as a guarantee for automatic absorption for permanent appointment.

How To Apply

| |
|---|
| Saps Academy All Saints Private Bag X0001 Bhisho 5605 R63 Komga Road Bisho 5605 (042) 223 0600 |
| Saps Academy Bhisho Private Bag X4822 King Williams Town 5600 R63 Komga Bisho 5606 (040) 608 8201 |
| Saps Academy Bishop Lavis Private Bag X6 Parow 7499 Myrtle Road Bishop Lavis 6499 (021) 935 5500 / 1 |
| Saps Academy Graaff – Reinet Private Bag X723 Graaff – Reinet 6280 4 College Weg Graaff – Reinet 6280 (049) 891 0050 |
| Saps Academy Oudtshoorn Private Bag X671 Oudsthoorn 6620 Park Weg Suid Oudsthoorn 6620 (044) 272 7501 |

| |
|--|
| Saps Academy Philippi Private Bag X3 Parow 7499 New Eisleeben Road Philippi 6620 (044) 272 7501 |
| Saps Academy Tshwane Po Box 435 Pretoria 0117 Rebecca Street Pretoria 0117 (012) 353 9001 |
| Saps Academy Ulundi Private Bag X35 Ulundi 3838 Ingulube Sreet Unit A Ulundi 3838 (035) 879 8939/5 |

Western Cape : Administration Graduate / Internship Programme 2019

Closing Date: 30 November 2018

Location: Cape Town

The South African Police Service hereby invites unemployed youth who conform to the requirements for a twelve-month internship programme at Western Cape Province: Corporate Support. The internship programme is part of the National Human Resource Development Strategy and the National Skills Development Strategy.

Requirements

- Must be between ages 18 – 35
- Be a South African citizen
- Must be in possession of Senior Certificate (Grade 12) or equivalent qualification
- Must have no criminal record(s)
- Applicants must be unemployed, was never employed in field of the post and never participated in an internship programme in the relevant field of the post previously
- Applicants must be residents of the province where the

post is advertised (proof of residential address to be attached)

- Applicants are restricted to apply for 3 positions only (to complete an application for each ref number)

Intern categories: Graduate Intern: Tertiary Qualification is required

Student Intern: Need practical experience in order to finalise qualification Intern: Senior Certificate (Grade 12) no tertiary qualification is required.

NB: Stipend for each category will be as determined by the Section Head: ETD Skills Development: South African Police Service

ADM INISTRATIVE INTERN [x1]Section: Field Police Development

Location: Human Resource Development

Ref:INT 1 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Degree / National Diploma in Human Resource Management / Development

- Must be computer literate on MS Word and Excel

Core Functions:

- Administration of training processes and course files
- Administrative duties pertaining to nominations and call up instructions to members for courses

ADMINISTRATIVE INTERN [x1]Section: Provincial HRD SDF

Location: Human Resource Development

Ref: INT 2 / 10 / 18 WC 2

Additional Requirements:

- Be in possession of a Degree / Diploma in Human Resource Management / Development
- Must be computer literate on MS Word and Excel

Core Functions:

- Database administration, enter data into a system and compile monthly reports of all the interns on the stations and provincial offices and email it to national office.
- Assist with RPL capturing and administration of all HR documents.
 - Processing biographic details (finger prints)
 - Transporting of RPL files to provincial office, explaining internship agreement to the interns.
 - Make calls on behalf of the Commander.
 - Filing of correspondence.
 - **Monitor the submission of documents**

ADMINISTRATIVE INTERN [x1]Section: Provincial Monitoring and Evaluation

Ref:INT3 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Degree / Diploma
- Must be computer literate on MS Word and Excel

Core Functions:

- Making and answering of calls on Monitoring & Evaluation
- Receiving and sending email on Monitoring & Evaluation
- Making Copies on Monitoring & Evaluation Related.
- Filing of Monitoring & Evaluation document.

ADMINISTRATIVE INTERN [x1]Section: Pinelands Sports and
Fitness

Location: HRD Centre, Pinelands

Ref:INT4 / 10 / 2018 WC

Additional Requirements:

Be in possession of a Diploma / Degree in Sport
Management

Must be computer literate on MS Word and Excel

Core Functions:

- Manage all incoming calls and recording of messages for the personnel .
- Constant contacting of various sporting codes to bring them up to date on various aspects of the sporting codes.
- Daily updating of various register s such as photo – copy register, telephone register and the post book.
- Recording and typing of minutes f rom weekly management meeting s, monthly personnel meeting s and various sports meeting s

ADMINISTRATIVE INTERN [x1]Section: Provincial Finance Lo
cation: Finance

Ref:INT5 / 10 / 18 WC 3

Additional Requirements:

Be in possession of a Degree / Diploma in Finance /
Financial Information system

Must be computer literate on MS Word and Excel

Core Functions:

- Maintain and administer debt accounts the station.
- Maintain and administer garnishee order against members on station.
- Maintain the station ' s telephone accounts.

ADMINISTRATIVE INTERN [x1]Section: Legal Services Location:
Litigation Section

Ref: INT 6 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Diploma / Degree in LLB
- Must be computer literate on MS Word and Excel Core

Functions:

- Advise clients on disciplinary investigation, formulation of charges, Conduct disciplinary hearings, suspensions and confirmation of dismissals.

ADMINISTRATIVE INTERN [x1]Section: Human Resource Utilization
Provincial Location: Performance management (PEP)

Ref:INT 7 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Degree / Diploma in Human Resource Management

- Must be computer literate on MS Word and Excel

Core Functions:

- Introduction to National Instruction 1 / 2005, Vol 2
- Receive training regarding t conducting of PEP inspection (provincial & station level).
- Attend PEP practical & PEP mentorship training session.
- Assisting with monitoring of PEP information pertaining to salary levels 1. – 12

ADMINISTRATIVE INTERN [x1] Section : HRU Provincial Location
: Labour Relations Ref Number : INT8 / 10 / 18

WCAdditional Requirements:

Be in possession of a Degree / Diploma in Human Resource Management

Must be computer literate on MS Word and Excel

Core Functions:

Manage the arrangement, scheduling , preparation and submission of requisite documents for monthly Human resource committee meeting.

Ensure submission of feedback document to Head Office as required.

Monitor, control and analyse data received from provincial components and station for the HRU Development and Utilisation document

ADMINISTRATIVE INTERN [x1]Section: EHW (Employee Health and Wellnes s)

Location: Human Resource Management

Ref:INT9 / 10 / 18 WC

Additional Requirements:

Be in possession of a Degree / Diploma in Supply Chain Management

Must be computer literate on MS Word and Excel

Core Functions: Render general office administration assistance and support.

Administer Supply Chain Management (SCM) and logistical matters.

Compile and monitor financial applications.

ADMINISTRATIVE INTERN [x1]Section: Organizational

Development Location: Strategic Management

Ref:INT10 / 10 / 2018

Additional Requirements:

□ Be in possession of a Degree / Diploma

□ Must be computer literate on MS Word , PowerPoint and Excel Core Functions:

□ Co – ordinate the Internal and External Audits by providing assistance to the Office of the Auditor General, the National Internal Auditor and Provincial Internal Auditor and stations / units / components.

□ Assist with the improvement of Provincial Performance by managing the Audit Nodal Point

□ Assist and Co – ordinate the Audit Process in the Western Cape in support of the Regularity and Performance Frameworks of the South African Police and Manage the Management Information Processes.

ADMINISTRATIVE INTERN [x1]Section: Organizational
Development

Location: Monitoring and Evaluation

Ref: INT11 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Degree / Diploma
- Must be computer literate on MS Word and Excel Core Functions :
- Develop, Implement and Maintain an Effective and efficient Organizational Performance Measurement system (Efficiency Index System) for the SA Police Service.
- Develop Fixed Establishment (FE) for all police stations in the South African Police Service.
 - Facilitate the Implementation of the Performance Measurement System (Efficiency Index System) web based application in Western Cape Province in line with the Efficiency Index System web – based application, IT and training instructions.
- Maintain of a geographical information database on SAPS Service Points for the Western Cape. 5
- Develop, Implement and Maintain an Effective and Efficient Organizational Performance Measurement System for the SA Police Service

ADMINISTRATIVE INTERN [x1]Section: Corporate Communications

Location: Media & Liaison

Ref:INT12 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Degree / Diploma in Communication , Journalism and Public Relations
 - Must be computer literate on MS Word and Excel
- Core Functions:
- Research stories (Good Stories) about the Organisation.
 - Conduct interviews as well as record interviews
- Be able to take photos (Quality photos) for the Provincial newsletter.

ADMINISTRATIVE INTERN [x1]Section: TMS

Location: Administration Clerk

Ref:INT13 / 10 / 18 WC

Additional Requirements:

- Be in possession of Degree / Diploma in Information Technology / Computer Science
- Be computer literate in Ms Word and Excel

Core Functions:

- Support the IT team in the maintenance of hardware, software and other systems .
- Troubleshoot issues with equipment like printers, computers and servers .
- Assist with researching hosting options and report pricing and system options.

Station Level:ADMINISTRATIVE INTERN [x1]

Section: Kuilsriver

Location: Supply Chain Management

Ref:INT 1 5 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Degree / Diploma in Supply Chain Management or Logistics

- Must be computer literate on MS Word and Excel

Core Functions:

- Render general office administration assistance and support.
- Administer Supply Chain Management (SCM) and logistical matters.
- Compile and monitor financial and applications.

ADMINISTRATIVE INTERN [x1]Section: Citrusdal SAPS

Location: Administration Clerk

Ref:INT16 / 10 / 18 WC

Additional Requirements:

- Be in possession of a N6 in Office Administration
- Must be computer literate on MS Word and Excel Core

Functions:

- Rendering duties of administrative nature which will include data capturing as well as specific administration duties.
- Administer and facilitate the daily activities and general administrative support functions within the components.
- Effectively and efficiently manage and utilise all resources allocated to immediate post environment in accordance with relevant directives and legislation

ADMINISTRATIVE INTERN [x1]Section: Strand SAPS

Location: Administration Clerk

Ref:INT17 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Matric Certificate
- Must be computer literate on MS Word and Excel

Core Functions:

- Rendering duties of administrative nature which will include data capturing as well as specific administration duties. 7
- Administer and facilitate the daily activities and general administrative support functions within the components.
- Effectively and efficiently manage and utilise all resources allocated to immediate post environment in accordance with relevant directives and legislation

ADMINISTRATIVE INTERN [x1]Section: Albertinia

Location: Administration Clerk

Ref:INT18 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Matric Certificate
- Must be computer literate on MS Word and Excel

Core Functions:

- Rendering duties of administrative nature which will include data capturing as well as specific administration duties.
- Administer and facilitate the daily activities and general administrative support functions within the components.
- Effectively and efficiently manage and utilise all resources allocated to immediate post environment in accordance with relevant directives and legislation

ADMINISTRATIVE INTERN [x1]Section: Clanwilliam SAPS

Location: Clanwilliam Finance

Ref:INT19 / 10 / 2018 WC

Additional Requirements:

- Be in possession of a Degree / Diploma in Finance / Financial Information system

- Must be computer literate on MS Word and Excel

Core Functions:

- Maintain and administer debt accounts of the station.
- Maintain and administer garnishee order against members on station.
- Maintain the stations telephone accounts.

ADMINISTRATIVE INTERN [x1]Section: Clanwilliam SAPS

Location: Administration Clerk

Ref: INT20 / 10 / 2018 WC

Additional Requirements:

- Be in possession of a Matric Certificate
- Must be computer literate on MS Word and Excel 8

Core Functions:

- Rendering duties of administrative nature which will include data capturing as well as specific administration duties.
- Administer and facilitate the daily activities and general administrative support functions within the components.
- Effectively and efficiently manage and utilise all resources allocated to immediate post environment in accordance with relevant directives and legislation

ADMINISTRATIVE INTERN [x1]Section: Kisternhof SAPS

Location: Human Resource Management

Ref:INT21 / 10 / 18 WC

Additional Requirements:

- Be in possession of a N6 in Human Resource Management
 - Must be computer literate on MS Word and Excel

Core Functions:

- To maintain all Human and Physical Resources functions at the Division.
 - Render administrative duties pertaining to Human Resources regarding Personnel Services related Function.
 - Render administration duties pertaining to HR regarding Human Resource Utilisation and related functions.

ADMINISTRATIVE [x1]Section: Atlantis SAPS

Location: Administration Clerk

Ref:INT22 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Matric Certificate
- Must be computer literate in MS Word and Excel

Core Functions:

- Receive and record incoming and internally post / correspondence
- Categorise and classify post / correspondence documents.
 - Dispatch and distribute post.
- Provide reference service for officially registered files and other documentation.
- Attend and deal with telephone and other related enquiries

ADMINISTRATIVE INTERN [x1]Section: Bellville SAPS

Location: Administration Clerk

Ref:INT23 / 10 / 18 WC 9

Additional Requirements:

- Be in possession of Matric Certificate
- Be computer literate in Ms Word and Excel

Core Functions:

- Rendering duties of administrative nature which will include data capturing as well as specific administration duties.
- Administer and facilitate the daily activities and general administrative support functions within the components.
 - Effectively and efficiently manage and utilise all resources allocated to immediate post environment in accordance with relevant directives and legislation

ADMINISTRATIVE INTERN [x1]Section: Milnerton SAPS

Location: Administration Clerk

Ref:INT2 4 / 10 / 18 WC

Additional Requirements:

- Be in possession of Matric Certificate
- Be computer literate in Ms Word and Excel

Core Functions:

- Rendering duties of administrative nature which will include data capturing as well as specific administration duties.
- Administer and facilitate the daily activities and general administrative support functions within the components.
 - Effectively and efficiently manage and utilise all resources allocated to immediate post environment in accordance with relevant directives and legislation

ADMINISTRATIVE INTERN [x1]Section: Milnerton SAPS

Location: Milnerton Finance

Ref:INT25 / 10 / 18 WC

Additional Requirements:

- Be in possession of a N6 in Finance
- Must be computer literate on MS Word and Excel

Core Functions:

- Register and scan case dockets.
- Record exhibits (SAPS 13 property) on the system
- Capture circulation / cancellation of stolen items.
 - Case dockets to investigation Unit.

ADMINISTRATIVE INTERN [x1]Section: Cape Town Central SAPS

Location: Finance

Ref:INT26 / 10 / 18 WC 10

Additional Requirements:

- Be in possession of a N6 in Finance s
- Must be computer literate on MS Word and Excel

Core Functions:

- Register and scan case dockets.
- Record exhibit s (SAPS 13 property) on the system s
- Capture circulation / cancellation of stolen items.
 - Case dockets to I nvestigation Unit.

ADMINISTRATIVE INTERN [x1] Section : Cape Town Central

Location : H uman R esource M anagement Ref Number : INT27

/ 10 / 18 WCAdditional Requirements:

- Be in possession of a Degree / Diploma in H uman R esource M anagement

- Must be computer literate on MS Word and Excel

Core Functions:

- To maintain all H uman and Physi cal Resources functions at the D ivision.
 - Render administration duties pertaining to H uman R esources regard ing Personnel Services related f unction.
 - Render administration duties pertaining to H uman R esources regarding Human Resource Utilisat ion and related functions

ADMINISTRATIVE INTERN [x1]Section: Brackenfell SAPS

Location: Administration Clerk

Ref:INT28 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Matric Certificate
- Must be computer literate on MS Word and Excel

Core Functions:

- Rendering duties of administrative nature which will include data capturing as well as specific administration duties.
- Administer and facilitate the daily activities and general administrative support functions within the components.
- Effectively and efficiently manage and utilize all resources allocated to immediate post environment in accordance with relevant directives and legislation

ADMINISTRATIVE INTERN [x1]Section: Gansbaai SAPS

Section: Gansbaai SAPS

Location: Administration Clerk

Ref: INT29 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Matric Certificate
- Must be computer literate on MS Word and Excel

Core Functions:

- Rendering duties of administrative nature which will include data capturing as well as specific administration duties.
- Administer and facilitate the daily activities and general administrative support functions within the components.
 - Effectively and efficiently manage and utilize all resources allocated to immediately post environment in accordance with relevant directives and legislation

ADMINISTRATIVE INTERN [x1]Section: Hermanus SAPS Location:
Administration

Ref: INT30 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Matric Certificate
- Must be computer literate on MS Word and Excel

Core Functions:

- Rendering duties of administrative nature which will include data capturing as well as specific administration duties.
- Administer and facilitate the daily activities and general administrative support functions within the components.
- Effectively and efficiently manage and utilise all resources allocated to immediate post environment in accordance with relevant directives and legislation

ADMINISTRATIVE INTERN [x1]Section: Vredendal SAPS Location:
Supply Chain Management

Ref: INT 31 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Degree / Diploma in Supply Chain Management / Public Management

- Must be computer literate on MS Word and Excel

Core Functions:

- Render general office administration assistance and support.
- Administer Supply chain Management (SCM) and logistical matters.
- Compile and monitor financial and applications.

ADMINISTRATIVE INTERN [x1]Section: Fishoek SAPS Location:
Administration Clerk 12

Ref: INT32 / 10 / 18 WC

Additional Requirements:

- Be in possession of a N6 in Office Administration qualification
- Must be computer literate on MS Word and Excel

Core Functions:

- Render duties of administrative nature which will include data capturing as well as specific administration duties.
- Administer and facilitate the daily activities and general administrative support functions within the components.
 - Effectively and efficiently manage and utilise all resources allocated to immediate post environment in accordance with relevant directives and legislation

ADMINISTRATIVE INTERN [x1]Section: Ladysmith SAPS Location:
Supply Chain Management

Ref: INT33 / 10 / 18 WC

Additional Requirements:

- Be in possession of a N6 in Supply Chain Management / Public Management

- Must be computer literate on MS Word and Excel

Core Functions:

- Maintain the station Vehicle fleet
- Complete administration as requested from the Provincial Office for the boarding of vehicles
 - Renew vehicle licences monthly
- Maintain vehicle register (SAPS 132(b) and fuel.
 - Repair vehicle allocated.

ADMINISTRATIVE INTERN [x1]Section: Durbanville SAPS Location:
Administration Clerk

Ref: INT34 / 10 / 18 WC

Additional Requirements:

- Be in possession of Matric Certificate
- Must be computer literate on MS Word and Excel

Core Functions:

- Render duties of administrative nature which will include data capturing as well as specific administration duties.
- Administer and facilitate the daily activities and general administrative support functions within the components.
- Effectively and efficiently manage and utilise all resources allocated to immediate post environment in accordance with relevant directives and legislation

ADMINISTRATIVE INTERN [x1]

Section: Kensington SAPS Location: Human Resource Management

Ref: INT35 / 10 / 18 WC

Additional Requirements:

- Be in possession of a N6 in Human Resource Management
- Must be computer literate on MS Word and Excel

Core Functions:

- To maintain all human Resource and Physical Resources functions at the division.
- Render administration duties pertaining to HR regarding Personnel Services related Function.
- Render administration duties pertaining to HR regarding Human Resource Utilisation and related functions.

ADMINISTRATIVE INTERN [x1]Section: Bellville South SAPS
Location: Human Resource Management Ref Number: INT 36 / 10
/ 18 WC

Additional Requirements:

- Be in possession of a Degree / Diploma in Human Resource Management
 - Must be computer literate on MS Word and Excel

Core Functions:

- To maintain all Human and Physical Resources functions at the Division.
 - Render administration duties pertaining to Human Resources regarding Personnel Services related Function.
 - Render administration duties pertaining to HR regarding Human Resource Utilisation and related functions.

ADMINISTRATIVE INTERN [x1]Section: Knysna SAPS Location:
Administration Clerk

Ref: INT37 / 10 / 18 WC

Additional Requirements:

- Be in possession of N6 in Office Management / Public Management
 - Be Computer literate in Ms Word and Excel

Core Functions:

- Render duties of administrative nature which will include data capturing as well as specific administration duties.
- Administer and facilitate the daily activities and general administrative support functions within the components.
 - Effectively and efficiently manage and utilise all resources allocated to immediate post environment in accordance with relevant directives and legislation

ADMINISTRATIVE INTERN [x1]

Section: Villiersdorp SAPS Location: Administration Clerk

Ref: INT38 / 10 / 18 WC

Additional Requirements:

- Be in possession of a Degree / Diploma in Human Resource Management
 - Be computer literate in Ms Word and Excel

Core Functions:

- To maintain all Human and Physical Resources functions at the Division .
 - Render administration duties pertaining to Human Resources regarding Personnel Services related Function.
 - Render administration duties pertaining to HR regarding Human Resource Utilisation and related functions

ADMINISTRATIVE INTERN [x1]Section: Ashton SAPS Location: Administration Clerk

Ref: INT39 / 10 / 18 WC

Additional Requirements:

- Be in possession of N6 in office Management / Public Management
 - Be computer literate in Ms Word and Excel

Core Functions:

- Rendering duties of administrative nature which will include data capturing as well as specific administration duties.
- Administer and facilitate the daily activities and general administrative support functions within the components.
 - Effectively and efficiently manage and utilise all resources allocated to immediate post environment in accordance with relevant directives and legislation

ADMINISTRATIVE INTERN [x1]Section: Muizenberg SAPS Location:
Administration Clerk

Ref: INT40 / 10 / 18 WC

Additional Requirements:

- Be in possession of N6 in Human resource Management
- Be computer literate in Ms Word and Excel

Core Functions:

- To maintain all Human and Physical Resources functions at the Division.
- Render administration duties pertaining to Human Resources regarding Personnel Services related Function. 15
- Render administration duties pertaining to HR regarding Human Resource Utilisation and related functions

ADMINISTRATIVE INTERN [x1]Section: Khayelitsha SAPS Location:
Administration Clerk

Ref: INT41 / 10 / 18 WC

Additional Requirements:

- Be in possession of N6 qualification in Human resource Management
- Be computer literate in Ms Word and Excel

Core Functions:

- To maintain all Human and Physical Resources functions at the Division.
- Render administration duties pertaining to HR regarding Personnel Services related Function.
- Render administration duties pertaining to HR regarding Human Resource Utilisation related functions

ADMINISTRATIVE INTERN [x1]Section: Gugulethu SAPS Location:
Administration Clerk

Ref: INT42 / 10 / 18 WC

Additional Requirements:

- Be in possession of N6 qualification in Human Resource Management
- Be computer literate in Ms Word and Excel

Core Functions:

- To maintain all Human and Physical Resources functions at the Division.
- Render administrative duties pertaining to Human Resources regarding Personnel Services related Function.
- Render administration duties pertaining to HR regarding Human Resource Utilisation and related functions

ADMINISTRATIVE INTERN [x1]Section: Gugulethu SAPS Location:
Gugulethu Finance

Ref: INT 43 / 10 / 18 WC

Additional Requirements:

- Be in possession of N6 in Finance / Financial Accounting / Financial information systems
- Be computer literate in Ms Word and Excel

Core Functions:

- Maintain and administer debt accounts of the station.
- Maintain and administer garnishee order against members on station. 16
- Maintain the stations telephone accounts.

ADMINISTRATIVE INTERN [x1]Section: Delft SAPS Location:
Administration Clerk

Ref: INT44 / 10 / 18 WC

Additional Requirements:

- Be in possession of N6 qualification in Human Resource Management
 - Be computer literate in Ms Word and Excel

Core Functions:

- To maintain all Human and Physical Resources functions at the Division.
- Render administration duties pertaining to HR regarding Personnel Services related Function.
- Render administration duties pertaining to HR regarding Human Resource Utilisation and related functions

ADMINISTRATIVE INTERN [x1]Section: Paarl SAPS Location:
Administration Clerk

Ref: INT45 / 10 / 18 WC

Additional Requirements:

- Be in possession of N6 qualification in Office Management / Public Management
 - Be computer literate in Ms Word and Excel

Core Functions:

- Rendering duties of administrative nature which will include data capturing as well as specific administration duties.
- Administer and facilitate the daily activities and general administrative support functions within the components.
- Effectively and efficiently manage and utilise all resources allocated to immediate post environment in accordance with relevant directives and legislation

GENERAL:

- Only the official [application form](#) for the internship programme (available on the SAPS website) will be accepted. All instructions on the application form must

be adhered to. Failure to do so may result in the rejection of the application.

- The reference number of the post must be correctly specified on the application form.
- A Curriculum Vitae must be submitted together with the application form and
- proof of residence.
- Certified copies of an applicant's ID document, Senior Certificate and all post school educational qualifications obtained must also be submitted and attached to every application. Certified copies should not be older than 3 months. No faxed or e-mailed applications will be considered
- only certificate of qualifications will be accepted, and not a statement of results.
- Applicants will be subjected to fingerprint screening and reference checking.
- Applications must be mailed timeously. Late applications will not be accepted or considered. The closing date for all applications is 2018-07-20 at 12h00.
- If an applicant is short-listed, it can be expected of him / her to undergo a personal interview. Short-listed applicants may be subjected to security clearance.
- Correspondence will be conducted with successful interns only. If you have not been contacted within 2 months after the closing date of this advertisement, please accept that your application was unsuccessful.
- The South African Police Service is under no obligation to fill a post after advertisement thereof.
- A stipend will be paid according to proof of relevant qualification.
- Recommended candidates will be expected to sign a 12-month internship contract.
- Internship program in the SAPS may not be regarded as a guarantee for automatic absorption for permanent appointment.

How To Apply

Application must be posted to: Colonel Tertiens or Captain Greeff: Human Resources Development: SDF South African Police Service, Private Bag X9004 Cape Town 8000

Hand Delivered To:

Room 236, 2nd Floor Customs House Heerengracht Street;
Foreshore Cape Town 8000

Enquiries Can Be Directed To:

Col Tertiens or Capt Greeff or Cst Adams at (021) 409 6636 /
39 / 41

GSK: Pharmacy Graduate / Internship Programme 2019

GSK: Pharmacy Graduate / Internship Programme 2019

Location: Epping, Western Cape

To enable the Pharmacist Intern to apply in practice his / her theoretical knowledge and also to gain practical experience within a pharmaceutical manufacturing environment under the supervision of a registered pharmacist.

Scope:

- Practical application of legal and ethical aspects of professional practice
- Broad understanding of all activities within a pharmaceutical manufacturing facilities required to produce pharmaceuticals
- No direct reports.

Essential Job Responsibilities:

Works under the professional supervision of a registered pharmacist whilst rotating through various departments and value streams across the Site.

Why You?

Matric

- Minimum of B Pharm or BSc Pharm
- Registered as a Pharmacist Intern with the South African Pharmacy Council

Experience:

- No experience required.

Training:

- In-house induction.
- Relevant GSK policies procedures, processes and systems.
- GMP, QMS, EHS and GPS requirements.
- Continuing education with focus on current Act 101/1965 and Act53/1974
- Job specific Intern Training Curriculum (in-house) including
 - – Core SOPs
 - – On-The-Job training

How To Apply

[Apply Online for the GSK Graduate / Internship Programme](#)

Limpopo Dept of Public Works: Graduate / Internship Programme 2019

CLOSING DATE: 23 November 2018 at 16:00

STIPEND: R 5728.50 per month

NOTE: The Provincial Department of Public Works, Roads and Infrastructure invites applications for Student and Graduate Internship opportunities that currently exist in our offices throughout the province. Unemployed South African youth (Graduates and students requiring practical experience to achieve their qualifications), who have never participated in any Public Service Internship programme in any government department are invited to apply. Successful Interns will be appointed for a period of 24 months (Graduate Intern) and 18 – 24 months (Student Interns) depending on the qualification requirement, commencing 01 April 2019 – 30 March 2021.

Graduate Interns will receive a monthly stipend currently at R5728.50 per month, whilst Student Interns will receive a monthly stipend currently at R4770.58 per month, as determined by the Department of Public Service and Administration and subject to Annual Salary adjustment.

SUPPLY CHAIN MANAGEMENT [x6]CENTRE: Head Office – Polokwane [x1]

Capricorn District [x1]

Sekhukhune District [x1]

Mopani District [x1]

Vhembe District [x1]

Waterberg District [x1]

REQUIREMENTS: Study Field: N Dip / Degree in Supply Chain Management / Logistics / Public Management.

LOGISTICS AND ASSET MANAGEMENT [x6]CENTRE: Head Office – Polokwane [x1]

Capricorn District [x1]

Sekhukhune District [x1]

Mopani District [x1]

Vhembe District [x1]

Waterberg District [x1]

REQUIREMENTS: Study Field: N Dip / Degree in Supply Chain Management / Logistics / Public Management.

EXTENDED PUBLIC WORKS PROGRAMME (EPWP) [x1]CENTRE: Head Office – Polokwane

REQUIREMENTS: Study Field: N Dip / Degree in Development Studies and / or Development Planning.

REAL ESTATE [x6]CENTRE: Head Office – Polokwane [x1]

Capricorn District [x1]

Sekhukhune District [x1]

Mopani District [x1]

Vhembe District [x1]

Waterberg District [x1]

REQUIREMENTS: Study Field: N Dip / Degree in Real Estate / Property Management / LLB / Bcom.

HUMAN RESOURCES MANAGEMENT [x6]CENTRE: Head Office – Polokwane [x2] Capricorn District [x1]

Sekhukhune District [x1]

Mopani District [x1]

Waterberg District [x1]

REQUIREMENTS: Study Field: N Dip / Degree in Human Resource Management, Public Administration.

RISK MANAGEMENT [x1]CENTRE: Head Office – Polokwane

REQUIREMENTS: Study Field: N Dip / Degree in Risk Management / Governance / Auditing

MONITORING AND EVALUATION [x1]CENTRE: Head Office – Polokwane

REQUIREMENTS: Study Field: N Dip / Degree in Social Sciences (Humanities) / Development Studies and planning / Monitoring and Evaluation.

INFORMATION TECHNOLOGY [x1]CENTRE: Head Office – Polokwane

REQUIREMENTS: Study Field: N Dip / Degree in Information Technology / B.Sc. Information Systems or equivalent NQF level 6.

COMMUNICATIONS [x1]CENTRE: Head Office – Polokwane

REQUIREMENTS: Study Field: N Dip / Degree in Communications related field.

RECORDS MANAGEMENT [x6]CENTRE: Head Office – Polokwane [x1]

Capricorn District [x1]

Sekhukhune [x1]

Mopani District [x1]

Vhembe District [x1]

Waterberg District [x1]

REQUIREMENTS: Study Field: N Dip / Degree in Archives and Records Management / Library Science / Information Science / Public Administration.

STRATEGIC PLANNING [x1]CENTRE: Head Office – Polokwane

REQUIREMENTS: Study Field: N Dip / Degree in Policy and Strategic Planning / Development Studies / Public Administration.

EMPLOYEE HEALTH AND WELLNESS [x2]CENTRE: Head Office –
Polokwane [x1]

Vhembe District [x1]

REQUIREMENTS: Study Field: N Dip / Degree in Safety
Management / Employee Health and Wellness / Occupational
Health and Safety / Bachelor of Social Work / Bachelor of
Psychology.

STUDENT INTERNSHIP 2019 / 2020: ALL PROGRAMMESSTIPEND: R
4770.58 per month

CENTRE: Head Office – Polokwane (X27 Posts)

162 Capricorn District [x1]

Sekhukhune District [x1]

Mopani District [x1]

Vhembe District [x1]

Waterberg District [x1]

REQUIREMENTS: Study Field: N6 Management Assistant.

HUMAN RESOURCE MANAGEMENT 2019 / 2020STIPEND: R 4770.58 per
month

CENTRE: Head Office – Polokwane [x1]

Capricorn District [x1]

Sekhukhune District [x1]

Mopani District [x1]

Vhembe District [x1]

Waterberg District [x1]

REQUIREMENTS: Study Field: N6 Human Resource Management /
Public Administration.

How To Apply

All applications must be submitted on a Z83 form, obtainable from any Public Service Department, stating the field to which the Intern is applying. The application form must be accompanied by a recently updated Curriculum Vitae together with certified copies of qualifications from SAQA accredited institutions, certified ID copy including Grade 12 certificate. Student interns are required to attach a letter

of not more than six (6) months from the training Institution supporting their need for practical experience. Persons in possession of foreign qualifications should attach the SAQA evaluation report. Faxed and emailed applications will not be considered. Shortlisted candidates will be subjected to a Security Clearance process. Correspondence will be limited to shortlisted candidates only. Should you not hear from us by 28 February 2019, please consider your application unsuccessful.

NB: Applications directed to wrong / incorrect stations will not be considered.

Internship applications for Head Office – Polokwane, Capricorn District, Sekhukhune District, Mopani District, Vhembe District and Waterberg District must be directed to the following addresses: Head Office – Polokwane: The Department of Public Works, Roads & Infrastructure, Private Bag X 9490, Polokwane, 0700 or hand deliver at Works Tower Building, 43 Church Street, Polokwane.

Capricorn District: Private Bag X9378, Polokwane, 0700 or hand deliver at 15 Landros Mare Street, Polokwane next to Correctional Services.

Sekhukhune District: Private Bag X02, Chuenespoort, 0745 or hand deliver at Lebowakgomo Zone A next to Traffic Department.

Mopani District: Private Bag X9576, Giyani, 0826 or hand deliver at former Parliamentary Buildings next to LIMDEV offices.

Vhembe District: Private Bag X2248, Sibasa, 0790 or hand deliver at Cnr. Traffic and SAPS Street (opposite Raluswielo School) Waterberg District: Private Bag X1028, Modimolle, 0510 or hand deliver to Cnr. Thabo Mbeki & Elias Motsoaledi Street.

ENQUIRIES: Ralushayi Shoni Tel No: 015 284 7407 and Annette Lundie Tel No: 015 284 7234

Bank SETA: ICT Graduate / Internship Programme 2019

Closing Date: January 2019

Masithuthuke Holdings (Pty) Ltd in partnership with BANKSETA are embarking on the delivery of a suitable ICT training programme to train 250 graduates in ICT, designed to address the identified ICT skills shortages in the banking and microfinance sector. Training will be provided in stipulated provinces (Kwa-Zulu Natal, Western Cape and Gauteng) for a period of 4 month and workplace experience linked to the technical skills programme for 6 months.



Required Provincial Numbers:

- Kwa-Zulu Natal = 75 learners
- Western Cape = 75 learners
- Gauteng = 100 learners

The following are requirements:

- (Gender/Age & Disability Breakdown)
- Age Group 18-35 years
- 85% Black Africans

- 54% Females
- 4% Disabled

Required documentation:

- RSA Identity Document (certified)
- Curriculum Vitae
- Doctors disability confirmation certificate (certified)
- Credentials (Qualifications, Criminal records and ITC) will be verified

Qualifications Required:

- Matric Certificate (certified)
- ICT Diploma (3 years) (certified) from the following institutions;
- University/University Of Technology/College N6-N7 (certified)
- BSc Computer Science and BComm Informatics

Please note; certified documents must not be older than 3 months. A monthly Stipend of R5500 will be provided to learners.

How To Apply

[Apply Online for the Bank SETA: ICT Graduate / Internship Programme 2019](#)

Ackermans : Graduate / Internship Programme 2019

Closing Date: 19 November 2019

Location: Kuilsrivier, Cape Town

Are you a recent graduate seeking to gain work experience? If you hold a 3 year completed qualification in Finance or Accounting, then this could be what you have been waiting for!

Recent graduates are invited to apply and experience the working life in our Finance team, at one of the leading retailers!

This amazing opportunity will expose you to our various Finance disciplines allowing you to develop strong analytical and numerical skills; work with multiple deadlines, volume and extreme pressure.

Knowledge, Skills and Experience

- Computer skills (Microsoft Word, Excel and PowerPoint)
- Communication skills (verbal and written)
- Interpersonal skills
- Attention to detail

How To Apply

Intern: Finance Systems

- • BCom Degree (Finance, Accounting, Information Systems)

[Apply Online for the Ackermans Financial Systems Graduate / Internship Programme](#)

Intern: Central Finance

- Three-year recognised qualification (Finance / Accounting)

[Apply Online for the Ackermans Finance Graduate / Internship Programme](#)

Internship: 1x Buying & 1x Product Technology (Fixed term contract ending 31 December 2019)

- 3 year Diploma or Degree in Clothing Management / Production or Fashion Design
- No prior full time work experience in your field of study
 - South African citizenship

[Apply Online for the Ackermans Buying & Product Technology Graduate / Internship Programme](#)

Marketing Intern: Cellular (Contract Ending 31 December 2019)

- Recent Graduate with a Diploma or Degree in Marketing

[Apply Online for the Ackermans Cellular Graduate / Internship Programme](#)

Intern: Marketing

- Recent Graduate with a Diploma or Degree in Marketing

[Apply Online for the Ackermans Marketing Graduate / Internship Programme](#)

Transnet: Graduate / Internship Programme for PWD 2019

Only applications via through Transnet recruitment portal OR TRE.DbnRecruitment@transnet.net will be accepted. Candidates must meet all an adherence / minimu requirement of the vacancies

Competencies:

PLEASE TAKE NOTE OF THE FOLLOWING ADDITIONAL REQUIREMENTS:

- Applicants must be SA citizens
- Applications should include: Type of disability If reasonable accommodation is required

- Medical certificate from a registered medical practitioner confirming the disability
- CV
- Certified ID copy
- Certified 3 year National Diploma / B Degree

Traineeship for People with Disabilities (Ref: 30011257) Location: Germiston Applicants must have a 3 year National Diploma / B Degree in the following disciplines:

- Engineering (Electrical, Mechanical, Industrial)
 - Operations Management
 - Production Management
- Human Resources / Industrial Psychology / Labour Relations
 - IT / Computer Science
 - Finance
 - Communications / Journalism
 - Supply Chain
 - Logistics Management
 - Law / LLB
 - Safety Management
- Environmental Management
 - Marketing

Email : GMXRecruitment@transnet.net

Fax : 0866826998

**Trainee for People with Disabilities (Ref: 30011256)Location:
Durban**

Applicants must have a 3 year National Diploma / B Degree in
the following disciplines:

- Engineering (Electrical, Mechanical, Industrial)
 - Operations Management
 - Production Management
- Human Resources / Industrial Psychology / Labour Relations
 - IT/ Computer Science
 - Finance
 - Supply Chain
 - Quality Management
 - Safety Management
- Environmental Management
 - Office Management

TRE.DbnRecruitment@transnet.net

Traineeship for People with Disabilities (Ref: 30011255) Location: Kilner Park, Pretoria

- National Diploma: Environmental Health,
- National Diploma: Safety Management,
- National Diploma: Environmental Management,
- National Diploma Environmental Engineering,
 - LLB degree
 - Bcomm degree in Auditing,
- National Diploma or B degree in Financial and Risk Management

Dikeledi.Ledwaba@transnet.net

Traineeship for People with Disabilities (Ref: 30011269)

- An applicant must have a 3 year National Diploma / BTech in Mechanical or Electrical Engineering

Lungi.Magubane@transnet.net

Traineeship for People with Disabilities (Ref: 30011269)

- Engineering (Electrical, Mechanical, Industrial)
 - Operations Management
 - Production Management

Recruitment.KDS@Transnet.net

Traineeship for People with Disabilities (Ref: 30011262)

Applicants must have a 3 year National Diploma / B Degree in the following disciplines:

- Bcomm Accounting, Bcomm Finance: Accounting, Finance Management, Taxation

Recruitment.KDS@Transnet.net

Dept of Energy: Graduate / Internship Programme 2019

CLOSING DATE: 02 NOVEMBER 2018

Location: Pretoria

STIPEND: Minimum stipend of R7 108.25 per month

REQUIREMENTS: A post-Matric (Grade 12) qualification as specified below:

| Head Office |
|---|
| <ul style="list-style-type: none">• Degree in Nuclear Science / BSc Honours Physics / Chemistry <i>DoE / HRD 01</i>• LLB / BCom Law <i>DoE / HRD 02</i>• National diploma in Accounting / Auditing / Financial Management <i>DoE / HRD 03</i><ul style="list-style-type: none">• BCom Economics / Econometrics <i>DoE / HRD 04</i>• Degree / National diploma in Public Management, Office Management and Technology / Local Government Management / Management <i>DoE / HRD 05</i>• National diploma in Management Services / Operations Management / BCom Industrial Psychology <i>DoE / HRD 06</i>• National diploma / BSc Industrial Engineering / Chemical Engineering <i>DoE / HRD 07</i>• National diploma in Human Resources Management / Public Management <i>DoE / HRD 08</i><ul style="list-style-type: none">• Bachelor of Environmental Science / Environmental Management / Bachelor of Arts in Geography <i>DoE / HRD 09</i> |
| Mpumalanga; North West; Eastern Cape; Northern Cape; Western Cape; Free State; Limpopo; KwaZulu-Natal and Gauteng |

- Degree / National diploma in Public Management, Office Management and Technology / Local Government Management / Management
DoE / HRD 10

PLUS the following key competencies :

Skills:

- Report writing. Communication:
- Verbal and written proficiency in at least two official languages (one must be English).

Creativity:

- Innovative
- Articulate
- Good listener
- Ability to work in a team
- Ability to work under pressure
- Open- minded. Personal Attributes:
- Ability to put other people first (Ubuntu)
- Professional, honest, ethical, accountable and have a sense of integrity
- Knowledge of Batho Pele Principles.

Requirements

- Applications will only be considered from South African citizens; aged between 18 and 35 years
- Candidates who have already participated in an Internship programme will NOT be considered
- Applications should be made on form Z83, obtainable from any Public Service Department and accompanied by a comprehensive CV and certified copies of all qualifications, academic record and identity document
- Application forms should be signed and dated. If this is not done, applications will be disqualified
- Candidates must indicate their preferred province on top of the [Z83 form](#) and clearly indicate the reference number
- Failure to submit the

required documents will result in your application not being considered • Applications received after the closing date will not be considered • Computer certificate will be an added advantage • Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA).

Please take note that all qualifications are subject to verification • Successful candidates will be appointed on an Internship programme for a period of 24 months • Correspondence will be limited to short-listed candidates only. Should you not be contacted within 3 months from the closing date, please consider your application as unsuccessful • Persons with disabilities are encouraged to apply

How To Apply

Please forward your application, marked for the attention of Mr S. Ramogayana / Ms B. Masonga by post to: The Director-General Department of Energy, Private Bag X96, Pretoria, 0001 or hand-delivered to: The Department of Energy, 192 Corner Visagie and Paul Kruger Streets, Pretoria.

Please direct all enquiries to: Mr S. Ramogayana / Ms B. Masonga, tel. 012 406 7406 / 012 406 7907.

ALL APPLICATIONS MUST BE SENT TO THE ADDRESS PROVIDED ABOVE AND NOT TO THE SPECIFIC REGION(S).