

**PROVINCIAL ADMINISTRATION: LIMPOPO
DEPARTMENT OF PUBLIC WORKS, ROADS AND INFRASTRUCTURE**

- APPLICATIONS** : 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.
- CLOSING DATE** : 23 November 2018 at 16:00
- 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 R5, 728.50 per month, whilst Student Interns will receive a monthly stipend currently at R4, 770.58 per month, as determined by the Department of Public Service and Administration and subject to Annual Salary adjustment. 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 PROGRAMME

OTHER POSTS

- POST 44/211** : **GRADUATE INTERNSHIP PROGRAMME 2019/2020: SUPPLY CHAIN MANAGEMENT (X6 POSTS)**
- STIPEND** : R5728.50 per month
- CENTRE** : Head Office – Polokwane (X1 Post)
 Capricorn District (X1 Post)
 Sekhukhune District (X1 Post)
 Mopani District (X1 Post)
 Vhembe District (X1 Post)
 Waterberg District (X1 Post)

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

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

POST 44/212 : **GRADUATE INTERNSHIP PROGRAMME 2019/2020: LOGISTICS AND ASSET MANAGEMENT (X6 POSTS)**

STIPEND : R5728.50 per month

CENTRE : Head Office – Polokwane (X1 Post)
Capricorn District (X1 Post)
Sekhukhune District (X1 Post)
Mopani District (X1 Post)
Vhembe District (X1 Post)
Waterberg District (X1 Post)

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

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

POST 44/213 : **GRADUATE INTERNSHIP PROGRAMME 2019/2020: EXTENDED PUBLIC WORKS PROGRAMME (EPWP) (X1 POST)**

STIPEND : R5728.50 per month

CENTRE : Head Office – Polokwane

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

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

POST 44/214 : **GRADUATE INTERNSHIP PROGRAMME 2019/2020: REAL ESTATE (X6 POSTS)**

STIPEND : R5728.50 per month

CENTRE : Head Office – Polokwane (X1 Post)
Capricorn District (X1 Post)
Sekhukhune District (X1 Post)
Mopani District (X1 Post)
Vhembe District (X1 Post)
Waterberg District (X1 Post)

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

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

POST 44/215 : **GRADUATE INTERNSHIP PROGRAMME 2019/2020: HUMAN RESOURCES MANAGEMENT (X6 POSTS)**

STIPEND : R5728.50 per month

CENTRE : Head Office – Polokwane (X2 Posts)
Capricorn District (X1 Post)
Sekhukhune District (X1 Post)
Mopani District (X1 Post)
Waterberg District (X1 Post)

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

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

POST 44/216 : **GRADUATE INTERNSHIP PROGRAMME 2019/2020: RISK MANAGEMENT (X1 POST)**

STIPEND : R5728.50 per month

CENTRE : Head Office – Polokwane

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

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

<u>POST 44/217</u>	:	<u>GRADUATE INTERNSHIP PROGRAMME 2019/2020: MONITORING AND EVALUATION (X1 POST)</u>
<u>STIPEND</u>	:	R5728.50 per month
<u>CENTRE</u>	:	Head Office – Polokwane
<u>REQUIREMENTS</u>	:	Study Field: N Dip/Degree in Social Sciences (Humanities)/ Development Studies and planning/ Monitoring and Evaluation.
<u>ENQUIRIES</u>	:	Ralushayi Shoni Tel No: 015 284 7407 and Annette Lundie Tel No: 015 284 7234
<u>POST 44/218</u>	:	<u>GRADUATE INTERNSHIP PROGRAMME 2019/2020: INFORMATION TECHNOLOGY (X1 POST)</u>
<u>STIPEND</u>	:	R5728.50 per month
<u>CENTRE</u>	:	Head Office – Polokwane
<u>REQUIREMENTS</u>	:	Study Field: N Dip/Degree in Information Technology/ B.Sc. Information Systems or equivalent NQF level 6.
<u>ENQUIRIES</u>	:	Ralushayi Shoni Tel No: 015 284 7407 and Annette Lundie Tel No: 015 284 7234
<u>POST 44/219</u>	:	<u>GRADUATE INTERNSHIP PROGRAMME 2019/2020: COMMUNICATIONS (X1 POST)</u>
<u>STIPEND</u>	:	R5728.50 per month
<u>CENTRE</u>	:	Head Office – Polokwane
<u>REQUIREMENTS</u>	:	Study Field: N Dip/Degree in Communication related field.
<u>ENQUIRIES</u>	:	Ralushayi Shoni Tel No: 015 284 7407 and Annette Lundie Tel No: 015 284 7234
<u>POST 44/220</u>	:	<u>GRADUATE INTERNSHIP PROGRAMME 2019/2020: RECORDS MANAGEMENT (X6 POSTS)</u>
<u>STIPEND</u>	:	R5728.50 per month
<u>CENTRE</u>	:	Head Office – Polokwane (X1 Post) Capricorn District (X1 Post) Sekhukhune (X1 Post) Mopani District (X1 Post) Vhembe District (X1 Post) Waterberg District (X1 Post)
<u>REQUIREMENTS</u>	:	Study Field: N Dip/Degree in Archives and Records Management/ Library Science/ Information Science/ Public Administration.
<u>ENQUIRIES</u>	:	Ralushayi Shoni Tel No: 015 284 7407 and Annette Lundie Tel No: 015 284 7234
<u>POST 44/221</u>	:	<u>GRADUATE INTERNSHIP PROGRAMME 2019/2020: STRATEGIC PLANNING (X1 POST)</u>
<u>STIPEND</u>	:	R5728.50 per month
<u>CENTRE</u>	:	Head Office – Polokwane
<u>REQUIREMENTS</u>	:	Study Field: N Dip/Degree in Policy and Strategic Planning/ Development Studies/ Public Administration.
<u>ENQUIRIES</u>	:	Ralushayi Shoni Tel No: 015 284 7407 and Annette Lundie Tel No: 015 284 7234
<u>POST 44/222</u>	:	<u>GRADUATE INTERNSHIP PROGRAMME 2019/2020: EMPLOYEE HEALTH AND WELLNESS (X2 POSTS)</u>
<u>STIPEND</u>	:	R5728.50 per month
<u>CENTRE</u>	:	Head Office – Polokwane (X1 Post) Vhembe District (X1 Post)
<u>REQUIREMENTS</u>	:	Study Field: N Dip/Degree in Safety Management/ Employee Health and Wellness/ Occupational Health and Safety/ Bachelor of Social Work/ Bachelor of Psychology.
<u>ENQUIRIES</u>	:	Ralushayi Shoni Tel No: 015 284 7407 and Annette Lundie Tel No: 015 284 7234
<u>POST 44/223</u>	:	<u>STUDENT INTERNSHIP 2019/2020: ALL PROGRAMMES</u>
<u>STIPEND</u>	:	R4770.58 per month
<u>CENTRE</u>	:	Head Office – Polokwane (X27 Posts)

		Capricorn District (X1 Post)
		Sekhukhune District (X1 Post)
		Mopani District (X1 Post)
		Vhembe District (X1 Post)
		Waterberg District (X1 Post)
<u>REQUIREMENTS</u>	:	Study Field: N6 Management Assistant.
<u>ENQUIRIES</u>	:	Ralushayi Shoni Tel No: 015 284 7407 and Annette Lundie Tel No: 015 284 7234
<u>POST 44/224</u>	:	<u>STUDENT INTERNSHIP: HUMAN RESOURCE MANAGEMENT 2019/2020</u>
<u>STIPEND</u>	:	R4770.58 per month
<u>CENTRE</u>	:	Head Office – Polokwane (X1 Post)
		Capricorn District (X1 Post)
		Sekhukhune District (X1 Post)
		Mopani District (X1 Post)
		Vhembe District (X1 Post)
		Waterberg District (X1 Post)
<u>REQUIREMENTS</u>	:	Study Field: N6 Human Resource Management/ Public Administration.
<u>ENQUIRIES</u>	:	Ralushayi Shoni Tel No: 015 284 7407 and Annette Lundie Tel No: 015 284 7234

SOUTH AFRICAN POLICE SERVICE

The South African Police Service is an equal opportunity affirmative action employer and it is its intention to promote representatively in the Public Sector through the filling to this post. Persons whose transfer / promotion / appointment will promote representatively will therefore receive preference. An indication in this regard will expedite the processing of applications.



<u>APPLICATIONS</u>	:	Please forward your application, quoting the relevant reference number and the name of this publication to The Provincial Head, Personnel Management, South African Police Service, Private Bag X9428, Polokwane, 0700. Applications can also be hand delivered to the Provincial Office 44 Schoeman Street Polokwane, Land Bank Building.
<u>CLOSING DATE</u>	:	16 November 2018 at 15:00
<u>NOTE</u>	:	Applications are hereby invited from suitably and qualified person to apply for the following post(s). Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application forms must be adhered to failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Certified copies of an applicant's ID document, Senior Certificate and all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post. The copies must be correctly certified on the copy itself, not at the back. The certifications must not be older than three months. Qualifications and drivers licences submitted will be subjected to verifications checking with relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointment will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as practical assessment. Short-listed candidates for appointment to certain identified posts, will be vetted in terms of the Criminal Law (Sexual Offence and Related Matters) Amendment Act, 2007 (Act no 32 of 2007) and the Children's Act 2005 (Act No 38 of 2005). A candidate, whose particulars appear in either the National Register for Sex Offenders or Part B of the Child Protection Register, will be disqualified from appointment to that post. The criminal law (Forensic Procedures) Amendment Act, Act 37 of 2013 requires that all new appointment in the South African Police Service as from 31 st of January 2015 provide a buccal (Inside cheek) sample in order to determine their forensic DNA

profile. The forensic DNA profile derived from the sample will be loaded to the Elimination Index of the National Forensic DNA Database. All short-listed candidates will be subjected to fingerprint screening. Correspondence will be conducted with 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. The South African Police Service is under no obligation to fill a post after advertisement thereof. The SAPS application forms can be obtained from any SAPS Recruitment Office within the South African Police Service.

OTHER POST

POST 44/225 : **ADMINISTRATION CLERK (X3 POSTS)**

SALARY : R163 563 per annum (Level 05)

CENTRE : Provincial HRD Polokwane Ref No: LIM: 35/10/2018
Provincial EHW Polokwane Ref No: LIM: 36/10/2018
Provincial ORS Polokwane Ref No: LIM: 37/10/2018

REQUIREMENTS : Senior Certificate (Grade 12). Applicants in possession of a higher qualification in the specific field or who have completed an internship/currently undergoing an internship in the Public Service may receive preference. Appropriate/relevant experience in the field of the post may be an advantage.

DUTIES : The incumbent will be responsible for the following, rendering duties of administrative nature which will include general administration duties as well as specific administration duties.

ENQUIRIES : Capt Kobe Tel No: 015 290 6131
PPO Nmaguvhuni Tel No: 015 290 6026
PPO Ntjie Tel No: 015 290 6024