

## DEPARTMENT OF TRANSPORT

*Driving Licence Card Account is an equal opportunity, affirmative action employer with clear employment equity targets. Preference will be given to candidates whose appointment will assist the entity in achieving its Employment Equity targets at these specific levels in terms of the Entity's Employment Equity Plan, therefore Coloured male/ female, Indian male / female and people with disabilities are encouraged to apply.*

- APPLICATIONS** : All applications from suitably qualified individuals together with detailed Curriculum Vitae, completed and signed new Z83 form, (All other documents will be submitted by shortlisted candidates only) should be forwarded to DLCA HR, Driving Licence Card Account, Private Bag X25223, Monument Park, Pretoria, 0105 or hand delivered to 459B Tsitsa Street, Erasmuskloof, Pretoria, 0048 or Emailed to Applications@dlca.gov.za.
- CLOSING DATE** : 25 March 2024

**INTERNSHIP PROGRAMMES AT THE DRIVING LICENCE CARD ACCOUNT (DLCA) FOR (24 MONTHS) 2024/2026**

## OTHER POSTS

- POST 09/17** : **FINANCE INTERN REF NO: DLCA/HRM/2024/01 (X2 POSTS)**  
Branch: Driving Licence Card Account  
Chief Directorate: Finance
- STIPEND** : R7 043.25 per month  
**CENTRE** : Erasmuskloof, Pretoria  
**REQUIREMENTS** : National Diploma / Degree in Credit / Debt Management / Financial / Accounting Management.
- ENQUIRIES** : Michel Konopi Tel No: (012) 347 2522  
**NOTE** : Candidates must quote name of the post for the abovementioned position on the subject line when applying i.e. "Finance Intern"
- POST 09/18** : **SUPPLY CHAIN INTERN REF NO: DLCA/HRM/2024/02 (X2 POSTS)**  
Branch: Driving Licence Card Account  
Chief Directorate: Finance
- STIPEND** : R7 043.25 per month  
**CENTRE** : Erasmuskloof, Pretoria  
**REQUIREMENTS** : National Diploma/ Degree in Supply Chain / Purchasing/ Logistics Management.
- ENQUIRIES** : Michel Konopi Tel No: (012) 347 2522  
**NOTE** : Candidates must quote name of the post for the abovementioned position on the subject line when applying i.e. "Supply Chain Intern"
- POST 09/19** : **PRODUCTION INTERN REF NO: DLCA/HRM/2024/03 (X4 POSTS)**  
Branch: Driving Licence Card Account  
Chief Directorate: Production
- STIPEND** : R7 043.25 per month  
**CENTRE** : Erasmuskloof, Pretoria  
**REQUIREMENTS** : National Diploma / Degree in Operations/ Production Management.  
**ENQUIRIES** : Michel Konopi Tel No: (012) 347 2522  
**NOTE** : Candidates must quote name of the post for the abovementioned position on the subject line when applying i.e. "Production Intern"
- POST 09/20** : **HELP DESK REF NO: DLCA/HRM/2024/04 (X2 POSTS)**  
Branch: Driving Licence Card Account  
Chief Directorate: Service Delivery
- STIPEND** : R7 043.25 per month  
**CENTRE** : Erasmuskloof, Pretoria  
**REQUIREMENTS** : Diploma in Customer Relations/ Public Administration.  
**ENQUIRIES** : Michel Konopi Tel No: (012) 347 2522  
**NOTE** : Candidates must quote name of the post for the abovementioned position on the subject line when applying i.e. "Help Desk Intern"

**POST 09/21** : **SERVICE DESK REF NO: DLCA/HRM/2024/05 (X2 POSTS)**  
Branch: Driving Licence Card Account  
Chief Directorate: Service Delivery

**STIPEND** : R7 043.25 per month  
**CENTRE** : Erasmuskloof, Pretoria  
**REQUIREMENTS** : Diploma in Customer Relations / Public Administration.  
**ENQUIRIES** : Michel Konopi Tel No: (012) 347 2522  
**NOTE** : Candidates must quote name of the post for the abovementioned position on the subject line when applying i.e. "Service Desk Intern"

**POST 09/22** : **HUMAN RESOURCES MANAGEMENT REF NO: DLCA/HRM/2024/06 (X1 POST)**  
Branch: Driving Licence Card Account  
Chief Directorate: Human Resources Management

**STIPEND** : R7 043.25 per month  
**CENTRE** : Erasmuskloof, Pretoria  
**REQUIREMENTS** : National Diploma / Degree in Human Resources Management.  
**ENQUIRIES** : Michel Konopi Tel No: (012) 347 2522  
**NOTE** : Candidates must quote name of the post for the abovementioned position on the subject line when applying i.e. "Human Resources Intern"

**POST 09/23** : **RISK AND COMPLIANCE REF NO: DLCA/HRM/2024/07 (X1 POST)**  
Branch: Driving Licence Card Account  
Chief Directorate: Risk and Governance

**STIPEND** : R7 043.25 per month  
**CENTRE** : Erasmuskloof, Pretoria  
**REQUIREMENTS** : National Diploma/ Degree in Risk and Governance/ Internal Auditing/ Financial Accounting.  
**ENQUIRIES** : Michel Konopi Tel No: (012) 347 2522  
**NOTE** : Candidates must quote name of the post for the abovementioned position on the subject line when applying i.e. "Risk and Compliance Intern"

**POST 09/24** : **PLANNING, MONITORING AND EVALUATION REF NO: DLCA/HRM/2024/08 (X1 POST)**  
Branch: Driving Licence Card Account  
Chief Directorate: Risk and Governance

**STIPEND** : R7 043.25 per month  
**CENTRE** : Erasmuskloof, Pretoria  
**REQUIREMENTS** : National Diploma / Degree in Strategic Management or any relevant qualification.  
**ENQUIRIES** : Michel Konopi Tel No: (012) 347 2522  
**NOTE** : Candidates must quote name of the post for the abovementioned position on the subject line when applying i.e. "Planning, Monitoring and Evaluation Intern"

**POST 09/25** : **INFORMATION TECHNOLOGY REF NO: DLCA/HRM/2024/09 (X3 POSTS)**  
Branch: Driving Licence Card Account  
Chief Directorate: Information Technology

**STIPEND** : R7 043.25 per month  
**CENTRE** : Erasmuskloof, Pretoria  
**REQUIREMENTS** : Diploma in IT.  
**ENQUIRIES** : Michel Konopi Tel No: (012) 347 2522  
**NOTE** : Candidates must quote name of the post for the abovementioned position on the subject line when applying i.e. "Information Technology Intern"

**POST 09/26** : **ADMINISTRATION - OFFICE OF THE HEAD OF ENTITY INTERN REF NO: DLCA/HRM/2024/10 (X2 POSTS)**  
Branch: Driving Licence Card Account (Office of the Head of the Entity)  
Chief Directorate: Administration

**STIPEND** : R7 043.25 per month  
**CENTRE** : Erasmuskloof, Pretoria

**REQUIREMENTS**

: National Diploma / Bachelor of Degree in Public Administration / Political Science.

**ENQUIRIES**

: Michel Konopi Tel No: (012) 347 2522

**NOTE**

: Candidates must quote name of the post for the abovementioned position on the subject line when applying i.e. "Office of the Head of the Entity Intern"