



## NDWEDWE LOCAL MUNICIPALITY UMASIPALA WASE-NDWEDWE

**DEPARTMENT** : MUNICIPAL MANAGER 'S OFFICE  
**POSITION** : PMS INTERN X01  
**NATURE OF APPOINTMENT** : 24 MONTHS PERIOD  
**STIPEND** : R 5000.00 PER MONTH  
**REF. NO** : KZ293 MM030

### KEY REQUIREMENTS

Matric Certificate plus Degree/Diploma in Business Management. A Valid driver's licence will be an added advantage. Be a resident of Ndwedwe Local Municipality (proof be attached).

### KNOWLEDGE, SKILL & COMPETENCES

- Good interpersonal, writing communication and presentation skills.
- Organizing skills.
- Computer literacy.

### KEY RESPONSIBILITIES

- To perform relevant duties as designed by the supervisor.
- To demonstrate expertise in accordance with the area of specialized to enhance service Delivery.
- Assignment will be at a level of the specific qualification

### BENEFITS

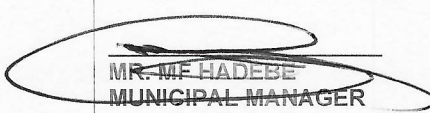
- No Benefits


Written application letter together with comprehensive curriculum vitae (CV) and certified copies of qualifications must be forwarded to: **The Municipal Manager, Ndwedwe Local Municipality, P/Bag X**

**503, Ndwedwe, 4342, Attention to: Mrs. MG Mthembu- Acting Manager Human Resource.** Faxed, e-mailed, Z83 form and late applications will not be considered. Enquiries can be directed to Human Resources .  
Tel :032 532 5000

### CLOSING DATE: 12 OCTOBER 2021

Should you not be contacted within the period of 30 days after the closing date please consider your application unsuccessful. The Municipality subscribes and promotes the principles of employment equity and affirmative action.

  
MR. MF HADEBE  
MUNICIPAL MANAGER

  
DATE