



NDWEDWE LOCAL MUNICIPALITY UMASIPALA WASENDWEDWE

DEPARTMENT	: ECONOMIC DEVELOPMENT AND PLANNING
POSITION	: LOCAL ECONOMIC DEVELOPMENT INTERN X 01
NATURE OF APPOINTMENT	: MONTHS PERIOD 24
SALARY	: R5000.00 PER MONTH
REF. NO	: KZ293EDP017

MINIMUM REQUIREMENTS

The incumbent must have Matric Certificate and a three-year relevant National Diploma /Degree. A Valid driver's licence will be an added advantage. Be a resident of Ndwedwe Local Municipality (proof be attached).

KNOWLEDGE, SKILLS & COMPETENCY

- Excellent verbal and written communication skills in English and isiZulu
- Understanding of both rural and urban cultural dynamics (local knowledge & understanding of the Ndwedwe Municipality will be an added advantage)
- Organization skills
- Knowledge of local economic Development
- Knowledge of the Tourism sector

KEY RESPONSIBILITIES

- Coordinate specific project requirements with respect to LED and Tourism projects/events designed by a relevant senior to enhance service delivery.
- Attend to the administrative recording, reporting and record keeping requirements/ procedures.
- Develop and promote tourism in order to attract visitors and generate significant economic benefit for citizens.
- Identify dimensions and opportunities with regards to Local Economic Development
- Liaise with external stakeholders to promote tourism and LED activities within the area
- Coordinate and execute specific projects requirements and monitors application and outcomes

BENEFITS


- No Benefits

CLOSING DATE: 25 NOVEMBER 2022

Faxed, e-mailed, Z83 forms and late applications will not be considered. Enquiries can be directed to **Human Resources Office Tel: 032 532 5000**

Faxed, e-mailed, Z83 form late applications will not be considered.
If you meet the requirements submit the application on a form obtainable on request or www.ndwedwe.gov.za accompanied with comprehensive curriculum vitae (CV), certified copies of ID, Driver's licence and all qualifications must be forwarded to : **Acting Municipal Manager, Ndwedwe Local Municipality Private Bag x 503, Ndwedwe 4342, Attention to: Mrs. MG Mthembu- Manager Human Resources.**

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. SDG-KHUZWAYO
ACTING MUNICIPAL MANAGER

08 NOVEMBER 2022
DATE