

NDWEDWE LOCAL MUNICIPALITY

UMKHANDLU KAMASPALA WASENDWEDWE

Private Bag X503
Ndwedwe
4342
KwaZulu Natal
South Africa +27 (0)32 532 5000
mm@ndwedwe.gov.za
www.ndwedwe.gov.za



DEPARTMENT : CORPORATE SERVICES
POSITION : COMMITTEES INTERN X 01
NATURE OF APPOINTMENT : 24 MONTHS PERIOD
SALARY : R5000.00 PER MONTH
REF. NO : KZ293 CORP041

MINIMUM REQUIREMENTS

The incumbent must have Matric Certificate, Diploma in Public Administration or an equivalent qualification. A Valid driver's license will be an added advantage. Be a resident of Ndwedwe Local Municipality (proof be attached).

KNOWLEDGE, SKILLS & COMPETENCY

- Good interpersonal, Writing communication and presentation skills.
- Organizational skills
- Ability to work in a team environment.
- Computer literacy skills.

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.
- Assigning will be at a level of the specific qualification.

BENEFITS

- No Benefits

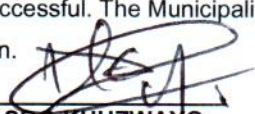
If you meet the requirements submit the application on a form obtainable on request or www.ndwedwe.gov.za accompanied with comprehensive curriculum vitae (CV), certified copies of ID, Driver's license and all qualifications must be hand delivered to HR Office No 06 or forwarded through courier services to: **Municipal Manager, Ndwedwe Local Municipality Private Bag x 503, Ndwedwe 4342, Attention to: Mrs. MG Mthembu- Manager Human Resources.**

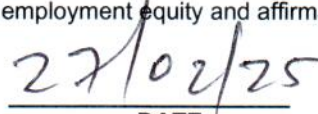
Enquiries are to be directed to **Manager: Human Resource on this telephone number (032) 532 5000.**

Faxed, e-mailed, Z83 form late applications will not be considered.

CLOSING DATE: 18 MAERCH 2025 @ 16h00

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
MUNICIPAL MANAGER


DATE

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

MINIMUM REQUIREMENTS

The incumbent must have Matric Certificate, and a three-year National Diploma/Degree in Community Development, tourism, agriculture or any other relevant qualifications. A Valid drivers license will be an added advantage. Be a resident of Ndwedwe Local Municipality(proof be attached)

KNOWLEDGE, SKILLS & COMPETENCY

- Excellent verbal and written communication skill in English and isiZulu.
- Understanding of both rural and urban culture dynamics(local knowledge & understand of the Ndwedwe Municipality will be an added advantage)
- Organization skill
- Knowledge of local economic development
- Knowledge of the Tourism sector

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.
- Assigning will be at a level of the specific qualification

BENEFITS

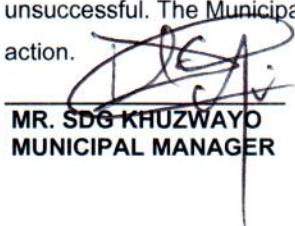
- No Benefits

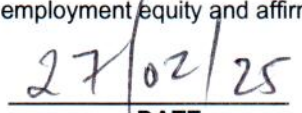
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