



**NDWEDWE LOCAL MUNICIPALITY
UMASIPALA WASENDWEDWE**

RE _ ADVERT

DEPARTMENT	: COMMUNITY SERVICES
POSITION	: SPECIAL PROGRAMMES INTERN X 01
NATURE OF APPOINTMENT	: MONTHS PERIOD 24
SALARY	: R5000.00 PER MONTH
REF. NO	: KZ293 COMM 029

MINIMUM REQUIREMENTS

Matric Certificate plus National Diploma in Community Development (Social Science) Public Administrations / Public Management. A Valid driver's license will be an added advantage. Be a resident of Ndwedwe Local Municipality (proof be attached).

KNOWLEDGE, SKILLS & COMPETENCIES

- Excellent verbal and written communication skills in English and isiZulu
- Organizational skills
- Sound Human Relations 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.

BENEFITS

- No Benefits

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

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 forwarded to: Acting Municipal Manager, Ndwedwe Local Municipality Private Bag x 503, Ndwedwe 4342, **Attention to: Mrs. MG Mthembu- Manager Human Resources.**

CLOSING DATE: 05 MAY 2023

NB: Candidates who previously applied need to re-apply for the position.

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

22/04/2023
DATE