



HEAD OFFICE – PIETERMARITZBURG

INVITATION TO UNEMPLOYED GRADUATES OF KWAZULU-NATAL FOR THE INTERNSHIP PROGRAMME

The Office of the Premier invites unemployed youth with qualifications in the fields of study listed below, to apply for the Graduates Internship Programme for a period of 24 months, effective from the appointment date.

The programme will include a work-based structured approach to experiential learning related to an occupation, aimed at assisting unemployed graduates to acquire competencies and practical experience in their respective fields.

WHO IS ELIGIBLE TO APPLY?

- Unemployed KwaZulu-Natal Graduates
- Must be prepared to relocate to Pietermaritzburg at own cost. NB: Provincial Public Service Training Academy interns will be based in Durban
- Must be computer literate.
- No work experience is required.
- Must have graduated (Please attach a certified copy of the Diploma or a Degree certificate)
- Must be unemployed after the completion of the tertiary qualification.
- Must not have been enrolled in the graduate internship programme in the past.
- Must have tertiary qualification from the list of qualifications in the following fields:

BRANCH	DIRECTORATE/UNIT	QUALIFICATION	NO OF POSTS	REFERENCE NO.
Stakeholder Management	Protection of Human Rights – Senior Citizens	ND/Degree: Public Administration/ Office Management	1	SM/PHR-SC/12/24
	Office on the Right for the Person with Disability	ND/Degree: Public Management	1	SM/ORPD/12/24
	Economic Transformation	ND/Degree Business/Public Administration/BCom: Business Management & Economics	1	SM/ET/12/24
	Office on the Status of Women	ND/Degree: Public Management	1	SM/OSW/12/24
	HIV & AIDS, TB and STIs	ND: Public Management	1	SM/HA/12/24
	Community Partnership and Moral Regeneration Partnership	ND/Degree: Social Sciences/ Humanities	1	SM/CPMRP/12/24
Provincial Strategic Planning	Monitoring and Evaluation Programmes	Degree in Statistics/Economics/Demography/Data Analytics/M&E	1	PSP/ME0/12/24
	Provincial Performance Reporting	Degree in Social Science/Public Administration/M&E/Relevant Qualification. Postgraduate will be an added advantage	1	PSP/RPR/12/24
Strategic Human Resource Management	Labour Relations	Degree/ND in Labour Relations Management. Law qualification will be an added advantage	1	SHRM/LR/12/24
	Human Resource Development & Performance Management & Development Systems	Degree/ND: Diploma in Human Resources Management / Public Management/Public Administration	1	SHRM/HRD&PMDS/12/24
	HR Administration	Degree/ND: Diploma in Human Resources Management / Public Management/Public Administration	1	SHRM/HRA/12/24
	Employee Health and Wellness	Degree/ND: Human Resource Management/ Occupational Health & Safety	1	SHRM/EHW/12/24
	Education & Transversal Bursaries	Degree/ND: Public Administration/Financial Management	2	SHRM/ETB/12/24
	Training Support Services	ND: Public Administration	1	SHRM/TSS/12/24
	Human Resource Development Council	ND/Degree: Public Administration/Human Resource Management	1	SHRM/HRDC/12/24
	PGITO	ND: Information Technology/BSC Computer Science/BCom Information Technology Management (Specialising in Business Analysis)	2	SHRM/PGITO/12/24
	ICT Infrastructure, Governance, Architecture	ND: Information Technology/BSC Computer Science/BCOM Information Technology Management (Specialising in AE/ Cybersecurity)	2	SHRM/ICTIGA/12/24
	Graphic Designer	ND: Graphic Designer and ability to use adobe photoshop/E corel draw and other graphic design packages	1	SHRM/GD/12/24
Institutional Development & Integrity Management	Security Services	Diploma in Security/Policing/Law	1	IDIM/SS/12/24
	Integrity Management and Forensic Investigations Unit	ND: Information Technology/ Business Administration	1	IDIM/IMFI/12/24
Office of the DG	D-G Support	ND: Public Management or ND: Office Management	2	ODG/DGS/12/24
IGR and DG Support	Corporate Governance	Bachelor of Public Administration/Political Science/Law or a related field	1	IGR&DG/CG/12/24
Internal Control & Organizational Risk Management	Internal Control	BCOM majoring in Accounting & Auditing or ND: Internal Auditing	1	ICORM/IC/12/24
Management Accounting	Financial Planning	Degree/Diploma: Accounting; Cost & Management Accounting or Financial	1	MA/FP/12/24
Financial Accounting	Creditor Management	ND/Degree in Financial Accounting/ Financial Management	1	FA/CM/12/24
	Accounting Services	ND/Degree in Financial Accounting/Financial Management	1	FA/AS/12/24
	Asset Management	ND/ Degree in Asset Management/ Financial Management	1	FA/AM/12/24
	Contracts Management	ND/ Degree in Financial Accounting/ Financial Management/ Contract Management	1	FA/CM/12/24

DURATION

Applicants will be required to enter into 24 months internship contract with the Department, effective from the date of assumption of duty. All the enquiries can be directed to Ms. BM Moshoeshoe (087) 723 8662

HOW TO APPLY

- Applications must be submitted on the new employment form (form Z83) obtainable from any Public Service Department or www.dpsa.gov.za-vacancies, should any application be received using the incorrect application for employment (Z83) it will not be considered, the form must be fully completed.
- Applicants must submit a detailed CV including contact telephone numbers, physical and postal address, certified copies of ID, Matric/ Grade 12, Diploma, Degree and Postgraduate certificates.
- Clearly state the field you are applying for e.g. Monitoring and Evaluation Programmes and the relevant reference number.
- Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applicants can submit their Z83 and CV directly to the following email address recruitment@kznpremier.gov.za
- Applications submitted electronically will be taken as a final application and may not be amended or supplemented in any way after the closing date indicated in the advertisement. Communication will only be limited to shortlisted applicants and if you have not been contacted within three (3) months after the closing date of the advertisement, please accept that your application was unsuccessful.
- Further, applications may be posted to the following address: The Director-General, KwaZulu-Natal Office of the Premier, Private Bag X 9037, PIETERMARITZBURG, 3200 or hand delivered to: The Director: Human Resource Support, Office of the Premier, 16 Chatterton Road, 1st Floor Invesco Centre, Pietermaritzburg, 3201, and marked for the attention of Ms BL Zondo

Closing date is 10 January 2024