



DEPARTMENT OF
**PUBLIC WORKS, ROADS
AND INFRASTRUCTURE**

Ref : S4/20/2015

TO : ALL HEADS OF DEPARTMENTS
LIMPOPO PROVINCIAL GOVERNMENT

FROM : ACTING HEAD OF DEPARTMENT

DEPARTMENTAL CIRCULAR NO - 02 OF 2015: ADVERTISEMENT OF INTERNSHIPS

1. The provincial Department of Public Works, Roads and Infrastructure invites applications for internship opportunities that currently exist within the Department throughout the Province. Successful interns will be appointed for a period of 12 months commencing from April 2015 to March 2016. Interns will receive a monthly stipend. People with disabilities are encouraged to apply. Successful candidates will be placed at different stations as outlined in the advert i.e. Head Office – Polokwane, Capricorn District – Polokwane, Sekhukhune District – Lebowakgomo, Mopani District – Giyani, Vhembe District – Sibasa, and Waterberg District – Modimolle.

2. Applicants should meet the following requirements:-
- Minimum three years Diploma/Degree qualification in the required field of exposure.
 - Aged between 18 and 35 years
 - Unemployed South African Citizen residing in the Limpopo Province.
 - Computer Literacy

NB. Interns who have previously been in an internship programme in any department within the Public Service for the same field will not be considered as per Public Service Internship programme guide.

3. Applications should be submitted on the Z83 forms obtainable from any Public Service Department and should be accompanied by curriculum vitae and certified copies of qualifications including a copy of identity document.

4. Applicants should complete one application form per station or centre. The centre or station should be clearly reflected on the Z83 form. Applications without an indication of the station or centre shall be disqualified. **Applicants with foreign qualifications should attach certified copies of certificates of evaluation by the South African Qualifications Authority (SAQA). Faxed applications will not be considered.**

Applications should be forwarded to the following address:-

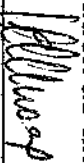
• **Head Office:**

The Acting Head of Department
Department of Public Works, Roads and Infrastructure
Private Bag X9490
POLOKWANE
0700

Or hand deliver to the department of Public Works, Roads and Infrastructure at 43 Church Street, Works Towers Building in Polokwane. Telephone enquiries should be forwarded to Ms. Ralushai Nancy at **015 284 7407** / Ms. Mokonyane Magdaline at **015 284 7353**.

5. The contents of this circular must be brought to the attention of all employees in the Government Departments within Limpopo Province.
6. The closing date for this advertisement (**Circular No. 02 of 2015**) is **20th March 2015** at 16h00.
7. The Department of Public Works, Roads and Infrastructure is an equal opportunity and affirmative action Employer.
- Women and people living with disabilities are encouraged to apply.
 - Successful candidates will be vetted for security reasons & be subjected to suitability checks.
 - Correspondence will be exchanged with shortlisted candidates only.

Kindly be advised that if you have not heard from us within **90 days after the closing date of the advert**, regard your application as unsuccessful




DATE

**ACTING HEAD OF DEPARTMENT:
PUBLIC WORKS, ROADS & INFRASTRUCTURE**

Programme/Sub Programme	Minimum Qualification Requirement	Head Office	Capricorn	Sekhukhune	Mopani	Vhembe	Waterberg	Total
1 Finance	National Diploma / Degree in Financial Management	01	01	01	01	01	01	06
2 Supply Chain Management	National Diploma / Degree in Supply Chain Management, Logistics	01	01	01	01	01	01	06
3 EPWP	National Diploma / Degree in Development Studies	01	-	-	-	-	-	01
4 Real Estate	National Diploma/Degree in Real Estate/ Property Management/ Law Degree	01	01	01	01	01	01	06
5 Human Resources	National Diploma/Degree in Human Resources	-	01	01	01	01	01	05
5 Risk Management	National Diploma/Degree in Risk Management/ Governance/ Auditing	02	-	-	-	-	-	02
6 ICT	National Diploma/Degree in Information Technology	01	-	-	-	-	-	01
7 Communications	National Diploma/Degree in Public Relations, National Diploma/Degree in Communications, Journalism	01	01	01	01	01	01	06
8 Monitoring and Evaluation	National Diploma/Degree in Project Management, Monitoring and Evaluation	01	-	-	-	-	-	01
9 Records Management	National Diploma/Degree in Records Management, Public Administration	01	01	01	01	01	01	06
10 Auxiliary Services	National Diploma/Degree in Management, Public Management	-	01	01	01	01	01	05
11 Strategic Planning	National Diploma/Degree in Policy and Strategic Planning	01	-	-	-	-	-	01
12 Employee Health and Wellness	National Diploma/Degree in Safety Management, Employee Health	01	01	01	01	01	01	06
Total		12	08	08	08	08	08	52

Total
3

52