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Department :

Economic Development, Tourism and
Environmental Affairs

PROVINCE OF KWAZULU-NATAL

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INTERNSHIP PROGRAMME FOR 2020-22

The Department of Economic Development, Tourism & Environmental Affairs is implementing the Internship Programme as part of its contribution to skills development initiatives as expressed in the NSDS III, NGP, PGDS, NDP Vision 2030 objectives by inviting unemployed graduates to participate in the programme that will provide them with valuable work experience and increase their opportunities towards employment. The programme offered is fully-structured and the Department will pay successful interns a monthly stipend/allowance.

Applications are invited from interested applicants in possession of a relevant three (3) year degree or National Diploma or above from a recognized University or University of Technology, to undertake workplace training that shall run for the period of 24 months in the following fields/areas:

No.	DIRECTORATE	REF	NO. OF INTERNS	QUALIFICATIONS
1.	Work study	WS20/22	2	ND/Degree in Operations Management, Organizational Development.
2.	Chemical Sector	CS20/22	1	BSc Chemistry BSc Biochemistry BSc Polymer Science A relevant postgraduate qualification would be an added advantage
3.	Risk and Integrity Management	R&IM20/22	2	ND / Degree in Risk Management / Auditing
4.	Intergovernmental Relations	IGR20/22	1	ND / Degree in Public Administration or equivalent qualifications ND / Degree in International Relations ND / Degree in Development Studies
5.	Internal Audit	IA20/22	1	ND/degree in Internal Audit
6.	Trade and Investment Promotion	T&IP20/22	1	Bachelor's Degree in Economics, International Trade, Development Studies, Finance, Investment, equivalent
7.	Office of DDG Industry Development	DDGID20/22	1	ND / Degree in Economics, Industry Policy, Developmental Studies any related or relevant qualifications
8.	Auxiliary Services	AS20/22	16	ND /Degree: Public Management, Office Management Facilities Management. Social Science Interns will be placed in various districts
9.	HR Practice	HRP20/22	2	ND / Degree in Human Resource Mgt
10.	Communications	COM20/22	2	ND / Degree in Communication Studies Public Relations, Media/Journalism.
11.	Black Economic Empowerment	BEE20/22	2	ND/Degree in Business Management Public Policy or Development Studies ND/ Office Administration Business Management or Development Studies
12.	Youth Economic Empowerment	YEE20/22	2	ND / Degree in Public Management, Public Administration, Financial Management
13.	Agribusiness	AGR20/22	2	BSc Agricultural Economics BSc Agribusiness BSc Agricultural Management and related Degrees
14.	Small Medium & Micro Enterprise	SMME20/22	12	ND / Degree relevant to the Commercial Field Interns will be placed in following districts:- Umgungundlovu x1; Harry Gwala x1; uThukela x1; Amajuba x1 uMzinyathi x 1; Ethekwini x1; uGu x1; King Cetshwayo x1 uMkhanyakude x1; Zululand x1; Head Office x1

15.	Local Economic Development: Project Development and Management Team (PDMT)	PDMT20/22	1	Degree in Development Economics / Relevant Social Science
	Capacity Building and Institutional Development	CB20/22	1	Bachelor of Social Science (Human Resource Development), or Industrial Psychology
	Finance	LEDF20/22	1	Degree in Accounting with Project management background
	Research	LEDR20/22	1	Master in Research & Industrial Relations or related Masters Degree
16.	Research and Development	R&D20/22	2	Degree in Economics
17.	Clothing and Textile	C&T20/22	1	ND / Degree in Economics, Supply Chain Management, Clothing Management Textile Technology
18.	Policy and Planning	P&P20/22	1	Degree in Economics
19.	Legal Services	LS20/22	1	Bachelor of Laws, LLB
20.	Environmental Services	ENVIRO20/22	53	ND/ Degree in Social Science Geographical Information GIS Environmental Planning) Natural Sciences Environmental Management (Environmental Studies) B A Planning & Development Interns will be placed in various districts
21.	Co-operatives	CO-OP20/22	12	ND/Degree in Entrepreneurship Management The interns will be placed in the following districts:- Amajuba x2 ; Umzinyathi x2 ; Umgungundlovu x2 ; Uthukela x2; iLembe x2; Harry Gwala x2
22.	Regulations Services	REGS20/22	4	ND / Degree Business Administration Business Management Law, Public Administration Policy and Legislation Project Management
23.	Finance (Debtors and Revenue)	FIN.D&R20/22	2	ND/Degree in Financial Management / Accounting
24.	Information Technology	IT20/22	1	ND / Degree in Information Technology
25.	Office of the HOD (Support)	HOD20/22	2	ND in Office Management and Technology Public Management Administrative Management Business Management
26.	Employee Health & Wellness Programme	EHW20/22	1	Degree in Psychology Social Science
	Diversity Management	DIV20/22	1	ND/Degree in Human Resource Management
27.	HR Policy and Planning	HRP&P20/22	1	ND / Degree in Research & Policy Development
28.	Monitoring and Evaluation	M&E20/22	4	Degree in Social Science Degree in Public Policy Degree in Development Studies or related field, The applicant must have done Monitoring and Evaluation Project Management as part of their Degree (attach statement results)
29.	Public Entities: Public Entity Legal Public Entity Internal Auditing Public Entity Cost & Mgmt Public Entity Accounting	PE.LEG20/22 PE.IA20/22 PE.C&M20/22 PE.ACC20/22	1 1 1 1	LLB / Bachelor of Laws ND in Internal Auditing ND in Cost Management Accounting ND in Accounting
30.	Tourism Development	TOUR20/22	6	ND / Degree in Tourism Management Eco Tourism Management Travel & Tourism Cultural & Heritage Tourism BA Tourism, Aviation

31.	Human Resource Development	HRD20/22	2	ND / Degree in HRM or HRD
32.	Consumer Protection	CP20/22	10	LLB/BA Law/ B Com (Law)/ B Com Economics Interns will be placed in the following districts:- Ethekwini District x1 ;uMkhanyakude x1; Ugu x1;Zululand x1; Harry Gwala x1; Amajuba x1; uThukela x1;King Cetshwayo x1; Pietermaritzburg x2
33.	HR Service Benefits	HRS&B20/22	2	ND / Degree in HRM
34.	Financial Information System	FIS20/22	1	ND / Degree in Financial System or Information System
35.	Supply Chain Management	SCM20/22	5	ND/Degree in Public Management Degree in Public Administration with Supply Chain or Logistics as majors Degree in Supply Chain / Logistics
36.	Maritime	MAR20/22	1	ND / Degree in Economics, SCM and Logistics Maritime Studies (shore based, Shipping and Logistic)
37.	Assets Management	AM20/22	3	ND in Public Management Finance Management Office Management, Accounting
38.	Automotives	AUTO20/22	1	Btech in Business Management Supply Chain Management
39.	Finance – Budget	FINBUD20/22	2	ND / Degree in Cost and Management Accounting
40.	Knowledge Management	KM20/22	1	ND / Degree in Information Science Studies or related qualification.
41.	Transport	TRANS20/22	1	ND / Degree: Road & Transport Management Public Management
42.	Office of the Chief Director: Corporate Services	CORPSR20/22	1	ND/Degree : Office Management, Office Administration
43.	Office of the DDG : IEDS	IEDS20/22	1	ND/ Office Management/Administration ND/Public Administration
44.	Information, Communication, Technology &Electronics (ICTe)	ICTE20/22	1	ND/Degree in Information Systems Computer Science Honours in Information Systems BSc Electronics Engineering Computer Engineering

Direction to applicants:

The application should be submitted in the Z83 form obtainable from any government department and it must be ***signed and dated***, indicating the **CORRECT reference number** of the field applied for and it must also include ***certified copies (not older than 3 months)*** of the following documents:-

- South African Identity document
- Degree/diploma certificate and matric or senior certificate
- **Full academic record indicating individual modules or courses**

NB: Those who have studied at Private Higher Institutions are also directed to provide Credit Certificate indicating the number of credits the qualification have.

- If you apply for more than one position please make sure that you use separate application form with **relevant reference** number.

If any of the documents mentioned above are not attached, the applicant will automatically be disqualified. The department reserves the right to place or not to place applicants based on its needs and requirements. The closing date for application is **13 December 2019**.

In addition applicants must be/have:

- Curriculum vitae
- South African citizen
- Reside in KZN
- Unemployed graduates between the age of 18-35
- People with disabilities are encouraged to apply
- Prepared to enter into a contractual agreement with the department
- Not participated in an internship programme before at any government department or municipality

Interested applicants should forward their applications to the following address:

Director: Human Resource Management & Development
The Department of Economic Development, Tourism & Environmental Affairs
P/Bag X 9152
Pietermaritzburg
3200

For Attention: Ms. M Mngoma

Or hand delivered at the following address at reception:

The Department of Economic Development, Tourism & Environmental Affairs
270 Jabu Ndlovu Street (former Loop Street)
Pietermaritzburg, 3201

Enquiries should be directed to **Mr M B Sikhakhane (033) 264 2635 / (033) 264 2684**