



## INTERNSHIP PROGRAMME

The Northern Cape Office of the Premier seeks to help unemployed graduates to gain workplace experience in the field of work that they have studied by offering an Internship Programme for 24 months for the following areas/fields:

Area / Field	Qualification required	Reference No.
PA/Secretary: Information Technology	Diploma or Degree in Public Management. Preference will be given to applicants with a Secretarial Diploma or Certificate	IT/02/2021
Administrator: Information Technology	Diploma or Degree in Project Management or Information Technology both will be an added advantage.	IT/03/2021

### REQUIREMENTS:

Applicants must be unemployed South African citizens and residents of the Northern Cape. Applicants must be between the age of 18 to 35 and be in possession of one of the qualifications mentioned above. Applicants who have not yet received their qualifications must provide academic transcripts or letters confirming that they have completed their studies.

### HOW TO APPLY:

The Northern Cape Provincial Government is an equal opportunity, affirmative action employer, and women and persons with disabilities are encouraged to apply. During appointment the Office of the Premier will consider its Employment Equity Plan. Applications must be submitted on form Z83, obtainable from any Public Service Department and should be accompanied by certified copies of qualifications dated not later than three (3) months as well as a comprehensive CV in order to be considered, failure to comply with these instructions will disqualify applications from being processed. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). All applicants should please note that correspondence will be limited to successful candidates only, if you have not been contacted within six (6) weeks after the closing date of this advertisements, please accept that your application was unsuccessful.

Please forward the applications for the post quoting the relevant reference number to: Senior Manager, Human Resources Administration, Private Bag X5016, Kimberley, 8300 or hand deliver at JW Sauer Building, Office of the Premier, Ground Floor (Security), for Attention: Mrs. R. Booysen

**Successful candidates will be required to enter into a 24 months' internship contract and will receive a monthly stipend of R6 083.70 as per DPSA Interns remuneration schedule.**

**CLOSING DATE: 12 March 2021**