



**MANDENI LOCAL MUNICIPALITY  
 GRADUATE INTERNSHIPS**

The Mandeni Municipality, an affirmative action and equal opportunity employer herewith invites unemployed graduates to apply for an Internship program for a period of twelve (12) months in the following fields:

NO OF POSTS	DEPARTMENT	UNIT	MINIMUM REQUIREMENTS	REFERENCE NUMBER
1	Community Services and Public Safety	Youth Affairs	<ul style="list-style-type: none"> <li>Bachelor's degree/ National Diploma in Youth Development / Bachelor's degree/ National Diploma in Community Development</li> <li>Computer literacy</li> </ul>	PN 48/2021
1	Office of the Municipal Manager	Public Participation	<ul style="list-style-type: none"> <li>Bachelor's degree /National Diploma in Public Management / Bachelor's degree/ National Diploma in Development Studies</li> <li>Computer Literacy</li> </ul>	PN 49/2021
1	Office of the Municipal Manager	Communications & Media Liaison	<ul style="list-style-type: none"> <li>Bachelor's degree/ National Diploma in Journalism or Media related Qualification</li> </ul>	PN 50/2021

**Executive Committee**



			<ul style="list-style-type: none"> <li>• Good knowledge and computer application of (MS Word, Excel, PowerPoint &amp; Internet).</li> </ul>	
1	Office of the Municipal Manager	Office Administration	<ul style="list-style-type: none"> <li>• Bachelor's degree/ National Diploma in Administration / Office management/ Secretarial studies / Public management/ Public administration</li> <li>• Computer literate &amp; communication skills are recommended</li> </ul>	PN 53/2021

**NB:** The candidate must not be older than the age of 35 and reside within Mandeni Municipality.

**CLOSING DATE:**

Friday; 09 July 2021 @12:00 pm

**STIPEND:**

The Municipality will pay a Stipend of R 5 000.00 per month.

**DUTIES:**

Interns will work under strict supervision of his or her mentor following an Internship programme.

**DIRECTIONS TO CANDIDATES:**

Enquiries must be directed to Manager: Human Resource and Council Support; tel: (032) 456 8200. Please forward your application form and full CV with certified copies of certificates, quoting the relevant reference number to: Human Resources, P.O. Box 144, Mandeni, 4490 or hand-deliver to Mandeni Local Municipality, 2 Kingfisher Road; Mandeni. NB Faxed and



**e-mailed applications will not be considered. If you do not hear from us within 30 days of the closing date consider your application as unsuccessful. Application forms are available on the Mandeni Municipal Website [www.mandeni.gov.za](http://www.mandeni.gov.za) or at any Municipal building.**

**NB: The municipality is an equal opportunity affirmative action employer. The municipality reserves the right not to make appointment. No canvassing of Councillors or Officials concerned is allowed as that may lead to the automatic disqualification of the candidate.**

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**SG KHUZWAYO**  
**MUNICIPAL MANAGER**

23 / 06 / 2021  
**DATE**