

**COLLINS CHABANE LOCAL MUNICIPALITY**

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**INTERNSHIP PROGRAMME**

Invitation is called for applications from suitably qualified graduates to be part of the Internship programme at Collins Chabane Local Municipality for a period of twelve (12) months in order to maximize their chances of getting employment with a stipend allowance of

R60 000.00 per annum.

The candidate must be between the ages of 21 and 35

**DEPARTMENT CORPORATE SERVICES**

DIVISION	REFERENCE NUMBER	INTERNSHIP	MINIMUM REQUIREMENT	EXPERIENCE	TOTAL POSTS REQUIRED
CORPORATE SERVICES	CS03/23/01/2020	RECORDS MANAGEMENT INTERNSHIP	-GRADE 12 -3 YEAR DEGREE/NATIONAL DIPLOMA IN INFORMATION SCIENCE OR INFORMATION TECHNOLOGY/ARCHIVAL STUDIES/RECORD MANAGEMENT/HUMAN RESOURCE MANAGEMENT/PUBLIC ADMINISTRATION DEGREE (WILL BE AN ADVANTAGE) -NATIONAL ARCHIVES AND RECORDS SERVICES OF SA (NARSA) CERTIFICATE (will be added advantage)	0	2

**NB: Application who previously participated in an internship programme will not be considered.**


Collins Chabane Local Municipality has a firm commitment to the advancement of designated groups, including women and disabled. Forward your application on the Council's prescribed application form with a copy of CV and certified qualifications to The Acting Municipal Manager, Private Bag 9271, MALAMULELE, 0982. Application Forms can be collected from DCO Offices, Malamulele or can be downloaded from [www.collinschabane.gov.za](http://www.collinschabane.gov.za). For more information, contact Manager HR, Ouma Napo on 015 851 0110. Please note: **applications received after the closing date will not be accepted. No fax and emailed applications will be accepted.** Further note that successful candidates will be subjected to security, qualification and credit check.

If no response is received from Collins Chabane Local Municipality within 90 days after closing date, it must be regarded that your application has not been successful. The municipality reserve the right to appoint.

Publication Date: 28 January 2020.

Closing Date: 14 February 2020.

Approved and not approved by:



RR SHILENGE  
ACTING MUNICIPAL MANAGER

27/01/2020  
DATE