Department of Energy

INTERNSHIP OPPORTUNITIES IN THE DEPARTMENT OF ENERGY 2015/2016
INTERNSHIP/EXPERIENTIAL TRAINING PROGRAMME

Salary: Minimum stipend R6087 per month

HEAD OFFICE / PROVINCES

Requirements: A Post-Matric (Grade 12) qualification as specified below:

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<tr>
<th>Centre</th>
<th>Discipline (Qualification)</th>
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| Head Office | ● Bachelor’s degree/National diploma in Electrical Engineering  
● B.Sc. Natural Science/Chemistry  
● B.Com Law, LLB, Legal  
● B.Sc. Natural Science  
● Bachelor’s degree/National diploma in Supply Chain/Purchasing/Logistics  
● Bachelor’s degree/National diploma in Accounting/Internal Auditing/Financial Management  
● Bachelor’s degree/National diploma in Economics/Public Management/Administration/Office Management  
● Bachelor’s degree/National diploma in Political Science  
● Bachelor’s degree/National diploma in Public Relations, International Relations, Communications, Media Studies and Marketing  
● Bachelor’s degree/National diploma in Human Resources Development/Management of Training/Human Resources Management.  |
| Mpumalanga, North West, Eastern Cape, Northern Cape, Western Cape, Free State, Limpopo and KwaZulu-Natal | ● Bachelor’s degree/National diploma in Public Management/Office Management/Administration/Secretary.  |

Knowledge of Batho Pele Principles PLUS the following key competencies: Skills: ● Report writing.  
Communication: ● Verbal and written  
● Proficiency in at least two official languages (one must be English).  
Creativity: ● Innovative  
● Articulate  
● Good listener  
● Ability to work within a team  
● Ability to work well under pressure  
● Open-minded  
● Ability to put other people first (Ubuntu)  
● Professional, honest, ethical, accountable and have a sense of integrity.

The Department of Energy is an Equal Opportunity, Affirmative Action Employer

Applications will only be considered from South African citizens; aged between 18 and 35 years.

Candidates who have already participated in an Internship programme in any Government department will NOT be considered.

Applications should be made on Form Z83, obtainable from any Public Service department and accompanied by a comprehensive CV and certified copies of all qualifications and identity document.

Application forms should be signed and dated. If this is not done, applications will be disqualified.

Candidates must indicate their preferred Province on the top of Z83 Form.

Failure to submit the requested documents will result in your application not being considered.

Applications received after the closing date will not be considered.

Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA). Please take note that all qualifications are subject to verification.

Successful candidates will be appointed on an Internship Programme for a period of 12 months.

Correspondence will be limited to short-listed candidates only. Should you not be contacted within 3 weeks from the closing date, please consider your application as unsuccessful.

Please forward your application, marked for the attention of Ms E.M. Masipa/Mr M.S. Ramogayana by post to: The Director-General Department of Energy, Private Bag X96, Pretoria 0001 or hand-deliver to: The Department of Energy, 192 Corner Visagie and Paul Kruger Streets, Pretoria.

Please direct all enquiries to: Ms E.M. Masipa, tel. (012) 406 7405 / Mr M.S. Ramogayana, tel. 012 406 7406.

ALL APPLICATIONS MUST BE SENT TO THE ADDRESS PROVIDED ABOVE AND NOT TO THE SPECIFIC REGION(S).

CLOSING DATE: 05 DECEMBER 2014

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www.ursonline.co.za