



**MR. BHEKI NTULI**  
MEC for Transport, Community Safety and Liaison

# GRADUATE INTERNSHIP PROGRAMME

The Department of Transport is offering a Graduate Internship Programme opportunity to unemployed graduates in possession of an appropriate Degree/ National Diploma (NQF 6 and above ONLY) in the following in order to gain work – related experience.

**NQF 5 Qualifications may be accepted for Fleet Management, Logistics, and Transportation Management ONLY**

**Requirement for the Internship Programme:**

- Applicant must be of a historically disadvantaged background
- Applicant must be between 18 and 35 years of age (during the start and completion of the programme)
- Applicants must be unemployed
- Applicants must be computer literate in Microsoft packages
- Candidates must demonstrate a willingness to work and excel in the specialised fields.

Placement Area	Bachelor's Degree / National Diploma	Head Office	Regional Office: Durban	Cost Centre: Kwa Dukuza	Cost Centre: Port Shepstone	Motor Licensing Bureau -- Durban	Motor Licensing Bureau -- Pinetown	Motor Licensing Bureau -- Umbilo	RTI: Rosburgh	Regional Office: Empangeni	Area Office: Empangeni	Area Office: Eshowe	Area Office: Hluhluwe	Area Office: Jozini	Area Office: Mhlabathini	Area Office: Nongoma	Area Office: Pongola	Area Office: Vryheid	Cost Centre: Eshowe	Cost Centre: Hluhluwe	Cost Centre: Ulundi	Cost Centre: Vryheid	Motor Licensing Bureau: Ulundi	RTI: Eshowe	RTI: Gingindlovu	RTI: Jozini	RTI: Mtubatuba	RTI: Ulundi	RTI: Vryheid	Regional Office: Ladysmith	RTI: Ladysmith	Regional Office: Pietermaritzburg	Cost Centre: Ixopo	Cost Centre: PMBurg	Mkondeni DLTC	MLB PMBurg	RTI: PMBurg
Communications	ND / Degree: Photography	1																																			
	ND / Degree: Videography	1																																			
	ND / Degree: Graphic Design	1																																			
	ND / Degree: Public Relations / Journalism	2																																			
Corporate Services	ND / Degree: Property Management / Built Environment / Real Estate	3																																			
Financial Management	ND / Degree: Financial Accounting / Financial Management / Management Accounting	13							1											1													1				
Fleet Management	ND / Degree: Fleet Management / Transportation Management	3																													1						
General Administration	ND / Degree: Business Administration / Business & Information Management / Management Assistant / Office Management & Technology / Public Administration / Public Management	31	1	5	1	9	2	2	8	7	1	1	1	1		2	1	2	1	1	1	1	1	1	3	2	3	3	1	2	2	5	3	12	1	3	
Human Resource Management	ND / Degree: Human Resource Management		1	2						3									2	1	2	1								1	1					2	
Motor Transport Services	ND / Degree: Information Technology / Public Management	2																																			
Public Relations	ND / Degree: Public Relations																																				1
Registry	ND / Degree: Archival Science / Information Management Science	2													1	1					1																
Risk Management	ND / Degree: Internal Auditing / Risk Management / Forensic Investigations	3																																			
Supply Chain Management	ND / Degree: Accounting / Financial Management / Logistics / Supply Chain Management	5		4	2					1									2	1	2	1								1	2	1				2	

**HEAD OFFICE LEARNERS APPLYING FOR GENERAL ADMINISTRATION MAY BE PLACED UNDER THE FOLLOWING SECTIONS:**

Communications, Corporate Support Services, Motor Transport Services, Road Traffic Inspectorate, Traffic Training College, Technical Training Centre

**DURATION**

The duration of the Graduate Internship Programme is 24 months.

**DIRECTIONS TO CANDIDATES**

- Successful candidates will be responsible for their own transport and accommodation during the period of internship.
- Applicants must note that their qualifications (Matric Certificate & Tertiary Certificate) will be submitted to SAQA for verification, therefore applicants must ensure that any outstanding fees to the institutions are paid as the system may block the verification of the qualification and result in the applicant not being considered.
- Non-RSA Citizens/Permanent Resident Permit holders must attach a copy of their Permanent Residence Permits to their applications. It is the applicant's responsibility to have foreign qualification/s evaluated by the South African Qualifications Authority
- (SAQA) and to attach proof of such evaluation to their application.
- The successful applicants will be required to enter into an agreement with the Department.
- Under no circumstances will faxed or e-mail applications be accepted.
- The Department will pay a monthly stipend to all Graduate Interns.
- If invited for an interview, the costs incurred with attending the interview e.g. transport, accommodation etc. will be the responsibility of the applicant.

**APPLICANTS MUST SUBMIT THE FOLLOWING {ALL INFORMATION WILL BE VERIFIED}:**

Only one application per applicant will be accepted.

- All applications must be submitted on the prescribed Internship Application Form, copies of which are obtainable from the Department of Transport: Head Office, Regional Offices and website: [www.kzntransport.gov.za](http://www.kzntransport.gov.za). Clearly state on the application form the placement area and occupation you are applying for, e.g. Cost Centre Metro: HRM.
  - a comprehensive Curriculum Vitae (CV) with traceable contact details.
  - originally certified copy of Tertiary qualification/s.
  - originally certified copy of Identity Document.
  - originally certified copy of Matric Certificate.
  - an original statement of results.
  - Applicants must attach a signed affidavit from a Commissioner of Oaths indicating they are unemployed and have never participated in an internship programme. Applicants who have already participated in an internship programme within a Government department will not be considered.
  - Applicants must submit an SAP91 Form {obtainable from the South African Police Services}.
- NB:** Failure to submit the required documentation will result in the application not being considered.

Enquiries: Mrs D Lewis on (033) 355 8820

Applications are to be forwarded to the Directorate: Human Resource Development, Private Bag X9043, Pietermaritzburg 3200 or hand delivered to 172 Burger Street, Pietermaritzburg 3201, for the attention of Mrs D Lewis. Applications can also be delivered to the Departments Regional Offices (HRD Section).

**Closing Date: 15 November 2019**

Correspondence will be limited to successful candidates only. If you have not been contacted within 3 months after closing date, kindly regard your application as unsuccessful.

