



**CONFIDENTIAL**

**DEPARTMENTAL CIRCULAR NO 233 OF 2024: ADVERTISEMENT OF INTERNSHIP OPPORTUNITIES**

The Limpopo Department of Education is thrilled to announce **24-month internship opportunities** for unemployed graduates from Limpopo who are looking at kick starting their careers by gaining valuable work experience while earning a monthly allowance of **R6,203.75** during the **2025-2027 financial year**.

**Who is eligible to apply?**

Self – motivated and unemployed graduates who have never participated in an internship programme who meet the following requirements:

**Education:** Hold a three-year qualification in relevant fields.

**Residency:** South African citizen and permanent resident of Limpopo.

**Age:** Between 18 and 35 years old.

**Preferred Location/ Station:** Specify your preferred placement station within the province:

Capricorn (Polokwane/Lebowakgomo)

Mopani (Giyani/Tzaneen)

Sekhukhune (Lebowakgomo/Burgersfort)

Vhembe (Thohoyandou/Sibasa)

Waterberg (Modimolle/Mogalakwena)

Provincial / Head Office (Polokwane)

**Selection Process**

Shortlisted applicants will undergo a rigorous selection process. We will prioritize young women and individuals with disabilities in line with our Employment Equity targets.

**How to Apply**

To apply, please complete the **Z83 application form**, available at any Public Service institution. Ensure your application includes a comprehensive Curriculum Vitae & copies of your qualifications to aid the process of matching applicants to available positions. Each application must clearly state the full post description, relevant Post Reference Number, and district. Alternatively, file your application online using the following website: <https://erecruitment.limpopo.gov.za> or hand delivered to the relevant station / office of the Department of Education or posted to Private Bag X 9489, POLOKWANE,0700

*Please note that faxed or emailed applications will not be considered, and late submissions will be disqualified.*

## Important Information

Only shortlisted candidates will be required to submit certified documents on the day of the interview.

The Department reserves the right to verify qualifications prior to any offer of appointment.

If you do not receive a response within 90 days after the closing date, please take it that your application was unsuccessful

Name of District	Location	Postal Address	Contact Person	Contact Number
Capricorn North District	105 Corner Blaauberg & Yster street, Ladanna (Office no A06)	Private Bag x 9711 Polokwane ,0700	Mr. Chipa L Mr. Radebe P.L	082 647 2268 060 542 1556
Capricorn South District	Lebowakgomo Government Complex- Parliament building (Office no 263)	Private Bag x 03 Chuenespoort,0465	Ms. Ntsoane J Mr. Mashiane M. E	082 906 3848 066 000 1142
Head Office	113 Biccard Street, Polokwane 0700 (Office no H03)	Private Bag x 9489 Polokwane, 0700	Ms. Sibiya K.C Mr. Ramoroka N.J Ms. Risenga TF Ms. Segoloane M.P	082 307 4110 081 308 9142 081 743 9101 069 484 7714
Mogalakwena District	805 Rufus Seakamela Street, Mokopane EMPC, Mahwelereng (Office no C12)	Private Bag x 603 Mahwelereng,0626	Mr. Teffo M Ms. Macheke M.H	072 862 9442 076 791 3759
Mopani East District	Giyani Government Complex (Office no 33 Ground floor)	Private Bag x 578 Giyani, 0826	Mr. Sono S.N Mr. Nkuna N.F	079 693 0085 082 786 4443
Mopani West District	27 Peace Street, Prospetus Building, Tzaneen ,(Office no B5)	Private Bag x 4032 Tzaneen, 0850	Mr. Raholane M.W Mr. Ndlovu B.P	082 881 6102 069 479 4113
Sekhukhune East District	Ext 4, stand no 2314 Aloe Ridge West, Burgersfort (Office no 13)	Private Bag x 9041 Burgersfort,1150	Mr. Phasha MS Mr. Mphethi K.J	071 119 0384 082 776 6067
Sekhukhune South District	Lebowakgomo Government Complex- Parliament building (Office no 124)	Private bag x 70 Lebowakgomo,0736	Ms. Mageza P Ms. Adams JG	082 906 3905 069 486 3377
Vhembe East District	Parliamentary Building Government Offices (Office No 001 Registry)	Private Bag x 2250 Sibasa, 0970	Ms. Sivhabu AB Mr. Mungadi A.G	066 044 2157 069 511 7928
Vhembe West District	Queen Mutshinya Street Makwarela Government Offices (Registry)	Private Bag x 2250 Sibasa, 0970	Ms. Makhari M.V. Ms. Modondo T.F	082 906 3778 082 091 4407
Waterberg District	84 corner Limpopo & Thabo Mbeki Street , NTK Building, Modimolle (Office no BWT 16 2 <sup>nd</sup> Floor)	Private Bag x 1040 Modimolle, 0510	Ms. Songwane K Ms. Mailisa K.M	079 495 5898 082 899 0165

All other related enquiries should be directed to **Ms. Sibiya KC. 082 307 4110, Mr. Ramoroka NJ 081 308 9142, Ms. Segoloane MP 069 484 7714 and Ms. Risenga TF 081 743 9101.**

The Limpopo Department of Education is opening its workplace as a training space for the following Internship positions:-

REFERENCE NUMBER	FIELD OF EXPOSURE	QUALIFICATION	NUMBER REQUIRED
LDOE 01(A)/2024	Public Amin/Office Admin	Degree/Dip in Office Management/Public Administration /Management	<b>Head office (18)</b> Governance & school safety (2) Professional Teacher Development (2) Systemic Evaluation (2) Quality Promotion (2) School Sports (1) ECD (2) MST (2) Legal services (1) Infrastructure (1) HOD (2) IGR and Donor funding (1)
LDOE 01(B)/2024			<b>SEKHUKHUNE SOUTH DISTRICT (16)</b> Phokoane Circuit (1) Lobethal Circuit (1) Eensaam Circuit (1) Glen Cowie Circuit (1) Hlogotlou Circuit (1) Motetema Circuit (1) Ngwaritsi Circuit (1) Tsimamanyana Circuit (1) Moutse West Circuit (1) Rakgoadi Circuit (1) Manthole Circuit (1) Groblersdal Circuit (1)

			<p>Lepelle Circuit (1)</p> <p>Moutse Central Circuit (1)</p> <p>Moutse East Circuit (1)</p> <p>Masemola Circuit (1)</p>
LDOE 01(C)/2024			<p><b>VHEMBE WEST DISTRICT (14)</b></p> <p>Nzhelele West Circuit (1)</p> <p>Nzhelele East Circuit (1)</p> <p>Nzhelele Central Circuit (1)</p> <p>Lwamondo Circuit (1)</p> <p>Vhuronga 2 Circuit (1)</p> <p>Dzondo Circuit (1)</p> <p>Sekgosese North Circuit (1)</p> <p>Soutpansberg west Circuit (1)</p> <p>Soutpansberg North Circuit (1)</p> <p>Soutpansberg East Circuit (1)</p> <p>Hlanganani South Circuit (1)</p> <p>Hlanganani North Circuit (1)</p> <p>Hlanganani Central Circuit (1)</p> <p>Elim Circuit (1)</p>
LDOE 01(D)/2024			<p><b>VHEMBE EAST DISTRICT (16)</b></p> <p>Mudaswali Circuit (1)</p> <p>Tshilamba Circuit (1)</p> <p>Mvudi Circuit (1)</p> <p>Vhuronga 1 Circuit (1)</p> <p>Malamulele Central Circuit (1)</p> <p>Malamulele South Circuit (1)</p> <p>Malamulele West Circuit (1)</p> <p>Levuvhu Circuit (1)</p> <p>Vhumbedzi Circuit (1)</p> <p>Niani East Circuit (1)</p> <p>Niani West Circuit (1)</p> <p>Tshinane Circuit (1)</p> <p>Dzindi Circuit (1)</p>

			<p>Sambandou Circuit (1)</p> <p>Mutshindudi Circuit (1)</p>
LDOE 01 (E)/2024			<p><b>SEKHUKHUNE EAST DISTRICT (16)</b></p> <p>Mmashadi Circuit (1)</p> <p>Malegale Circuit (1)</p> <p>Driekop Circuit (1)</p> <p>Ngwaabe Circuit (1)</p> <p>Schoonord Circuit (1)</p> <p>Bogwasha Circuit (1)</p> <p>Drakensberg Circuit (1)</p> <p>Mabulane Circuit (1)</p> <p>Tubatse Circuit (1)</p> <p>Lepellane Circuit (1)</p> <p>Mohlaletse Circuit (1)</p> <p>Dilokong Circuit (1)</p> <p>Malokela Circuit (1)</p> <p>Leolo Circuit (1)</p> <p>Seotlong Circuit (1)</p> <p>Moroke Circuit (1)</p>
LDOE 01(F)/2024			<p><b>MOGALAKWENA DISTRICT (09)</b></p> <p>Bakenberg North Circuit (1) Bakenberg South Circuit (1)</p> <p>Matlalane Circuit (1) Mogalakwena circuit (1)</p> <p>Baltimore Circuit (1)</p> <p>Mahwelereng Circuit (1) Mokopane Circuit (1)</p>

			<p>Potties Circuit (1)</p> <p>Mapela Circuit (1)</p>
LDOE 01(G)/2024			<p><b>MOPANI WEST DISTRICT (13)</b></p> <p>Mawa Circuit (1)</p> <p>Lepelle Circuit (1)</p> <p>Rakwadu Circuit (1)</p> <p>Thabina Circuit (1)</p> <p>Makhutswe Circuit (1)</p> <p>Khujwana Circuit (1)</p> <p>Motupa Circuit (1)</p> <p>Nkowankowa Circuit (1)</p> <p>Tzaneen Circuit (1)</p> <p>Mafarana Circuit (1)</p> <p>Nwanedzi Circuit (1)</p> <p>Xihoko Circuit (1)</p> <p>Shiluvane Circuit (1)</p>
LDOE 01 (H)/2024			<p><b>MOPANI EAST DISTRICT (13)</b></p> <p>Mamaila Circuit (1)</p> <p>Molotitsi Circuit (1)</p> <p>Lulekani Circuit (1)</p> <p>Namakgale Circuit (1)</p> <p>Rakwadu Circuit (1)</p> <p>Modjadji Circuit (1)</p> <p>Sekgosese East 1 Circuit (1)</p> <p>Sekgosese East 2 Circuit (1)</p> <p>Man`ombe Circuit (1)</p> <p>Shamavunga Circuit (1)</p> <p>Klein Letaba Circuit (1)</p> <p>Groot Letaba Circuit (1)</p> <p>Nsami Circuit (1)</p>

LDOE 01(I)/2024			<b>WATERBERG DISTRICT (09)</b> Dwaalboom Circuit (1) Thabazimbi Circuit (1) Ellisras Circuit (1) Palala North Circuit (1) Palala South Circuit (1) Nylstroom Circuit (1) Vaalwater Circuit (1) Naboomspruit Circuit (1) Warmbad Circuit (1)
LDOE 01 (J)/2024			<b>CAPRICORN SOUTH DISTRICT (16)</b> Moletlane Circuit (1) Magatle Circuit (1) Lepelle Circuit (1) Lebopo Circuit (1) Lebowakgomo Circuit (1) Sepitsi Circuit (1) Nokotlou Circuit (1) Mphahlele Circuit (1) Mogadumo Circuit (1) Dimamo Circuit (1) Mamabolo Circuit (1) Kgakotlou Circuit (1) Maraba Circuit (1) Seshego Circuit (1) Mankweng Circuit (1) Polokwane Circuit (1)
LDOE 01 (K)/2024			<b>CAPRICORN NORTH DISTRICT (16)</b> Koloti Circuit (1) Moloto Circuit (1) Moletjie Circuit (1) Bahlaloga Circuit (1) Maune Circuit (1)

			Vlakfontein Circuit (1) Sekgosesse West Circuit (1) Sekgosesse Central Circuit (1) Bochum West Circuit (1) Bochum East Circuit (1) Maleboho East Circuit (1) Maleboho West Circuit (1) Maleboho Central Circuit (1) Bahananwa Circuit (1) Bakone Circuit (1) Mogoshi Circuit (1)		
LDOE 02 (A)/2024	Finance Management	B.com/Dip in Financial Accounting/ Accounting Science/ Financial Management/Cost and Management Accounting	Head office (3) Expenditure Salaries Bookkeeping		
LDOE 02 (B)/2024			Sekhukhune East District (1)		
LDOE 02 (C)/2024			Sekhukhune South District (1)		
LDOE 02 (D)/2024			Mopani East District (1)		
LDOE 02 (E)/2024			Mopani West District (1)		
LDOE 02 (F)/2024			Vhembe East District (1)		
LDOE 02 (G)/2024			Vhembe West District (1)		
LDOE 02 (H)/2024			Capricorn North District (1)		
LDOE 02 (I)/2024			Capricorn South District (1)		
LDOE 02 (J)/2024			Waterberg District (1)		
LDOE 02 (K)/2024			Mogalakwena District (1)		
LDOE 03 (A)/2024			Human Resource Management	Degree/Dip in Human Resource Management	Sekhukhune East District (1)
LDOE 03 (B)/2024					Sekhukhune South District (1)
LDOE 03 (C)/2024	Vhembe West District (1)				
LDOE 03 (D)/2024	Vhembe East District (1)				
LDOE 03 (E)/2024	Mopani East District (1)				
LDOE 03 (F)/2024	Mopani West District (1)				



LDOE 03 (G)/2024			Mogalakwena District (1)
LDOE 03 (H)/2024			Waterberg District (1)
LDOE 03 (I)/2024			Capricorn North District (1)
LDOE 03 (J)/2024			Capricorn South District (1)
LDOE 04 (A)/2024	Human Resource Development	Degree/Dip in Human Resource Development	Head office (1)
LDOE 04 (B)/2024			Sekhukhune South District (1)
LDOE 04 (C)/2024			Sekhukhune East District (1)
LDOE 04 (D)/2024			Mopani East District (1)
LDOE 04 (E)/2024			Mopani West District (1)
LDOE 04 (F)/2024			Capricorn North District (1)
LDOE 04 (G)/2024			Capricorn South District (1)
LDOE 04 (H)/2024			Vhembe East District (1)
LDOE 04 (I)/2024			Vhembe West District (1)
LDOE 04 (J)/2024			Mogalakwena District (1)
LDOE 05 (A)/2024			PMDS
LDOE 05 (B)/2024	Sekhukhune East District (1)		
LDOE 05 (C)/2024	Sekhukhune South District (1)		
LDOE 05 (D)/2024	Vhembe East District (1)		
LDOE 05 (E)/2024	Vhembe West District (1)		
LDOE 05 (F)/2024	Capricorn South District (1)		
LDOE 05(G)/2024	Capricorn North District (1)		
LDOE 05 (H)/2024	Mopani West District (1)		
LDOE 05 (I)/2024	Mopani East District (1)		
LDOE 05 (J)/2024	Waterberg District (1)		
LDOE 05 (K)/2024	Mogalakwena District (1)		
LDOE 06 (A)/2024	Wellness Service	Degree/Dip in Social Science/Social Work/Psychology/Environmental Health/Occupational Health & Safety	Head office (3)
LDOE 06 (B)/2024			Mogalakwena District (1)
LDOE 06 (C)/2024			Waterberg District (1)
LDOE 06 (D)/2024			Sekhukhune East District (1)
LDOE 06 (E)/2024			Sekhukhune South District (1)
LDOE 06 (F)/2024			Capricorn North District (1)

LDOE 06 (G)/2024			Capricorn South District (1)		
LDOE 06 (H)/2024			Vhembe West District (1)		
LDOE 06 (I) 2024			Mopani West District (1)		
LDOE 06 (J)/2024			Mopani East District (1)		
LDOE 07 (A)/2024	Curriculum Development	Hons/Degree/Dip in Public Admin/Public Management	Waterberg District (1)		
LDOE 07 (B)/2024			Mogalakwena District (1)		
LDOE 07 (C)/2024			Mopani West District (1)		
LDOE 07 (D)/2024			Mopani East District (1)		
LDOE 07 (E)/2024			Capricorn North District (1)		
LDOE 07 (F)/2024			Capricorn South District (1)		
LDOE 07 (G)/2024			Sekhukhune East District (1)		
LDOE 07 (H)/2024			Sekhukhune South District (1)		
LDOE 08 (A)/2024			Information Technology	Degree/Dip in I.T/Computer Science	Head Office (4)
LDOE 08 (B)/2024	Waterberg District (1)				
LDOE 08 (C)/2024	Mogalakwena District (1)				
LDOE 08 (D) 2024	Capricorn North District (1)				
LDOE 08 (E)/2024	Capricorn South District (1)				
LDOE 08 (F)/2024	Mopani West District (1)				
LDOE 08 (G)/2024	Mopani East District (1)				
LDOE 08 (H)/2024	Vhembe West District (1)				
LDOE 08 (I)/2024	Vhembe East District (1)				
LDOE 08 (J)/2024	Sekhukhune East District (1)				
LDOE 08 (K)/2024	Sekhukhune South District (1)				
LDOE 09 (A)/2024	Governance	Degree/Dip in Education Management, Law, and Policy			Head office (2)
LDOE 09 (B)/2024					Mogalakwena District (1)
LDOE 09 (C)/2024			Mopani East District (1)		
LDOE 09 (D)/2024			Sekhukhune South District (1)		
LDOE 09 (E)/2024			Capricorn North District (1)		
LDOE 09 (F)/2024			Vhembe East District (1)		
LDOE 09 (G)/2024			Vhembe West District (1)		

LDOE 10/2024	Legal Services	LLB/B. A LAW/ B JURIS/Bcom LAW	Head office (2)
LDOE 11 (A)/2024	Records Management	Hons /Degree/ /Dip in Public Admin/HRM	Head Office (2)
LDOE 11 (B)/2024			Vhembe East District (1)
LDOE 11 (C)/2024			Vhembe West District (1)
LDOE 11 (D)/2024			Waterberg District (1)
LDOE 11 (E)/2024			Mogalakwena District (1)
LDOE 11 (F)/2024			Sekhukhune East District (1)
LDOE 11 (G)/2024			Sekhukhune South District (1)
LDOE 11 (H)/2024			Capricorn North District (1)
LDOE 11 (I)/2024			Capricorn South District (1)
LDOE 11 (J)/2024			Mopani East District (1)
LDOE 12 (A)/2024	Employment Relations	Degree/Dip in Labour Relations/LLB/Labour Law	Head office (3)
LDOE 12 (B)/2024			Capricorn North District (1)
LDOE 12 (C)/2024			Capricorn South District (1)
LDOE 12 (D)/2024			Waterberg District (1)
LDOE 12 (E)/2024			Mogalakwena District (1)
LDOE 12 (F)/2024			Mopani West District (1)
LDOE 12 (G)/2024			Mopani East District (1)
LDOE 12 (H)/2024			Sekhukhune South District (1)
LDOE 12 (I)/2024			Vhembe West District (1)
LDOE 13 (A)/2024	Quality Assurance	Degree/Dip in Office Assistant/Public Admin	Mogalakwena District (1)
LDOE 13 (B)/2024			Vhembe East District (1)
LDOE 13 (C)/2024			Vhembe West District (1)
LDOE 13 (D)/2024			Sekhukhune South District (1)
LDOE 13 (E)/2024			Capricorn North District (1)
LDOE 14 (A)/2024	Infrastructure	Degree/Dip in Civil Engineering	Sekhukhune South District (1)
LDOE 14 (B)/2024			Vhembe West District (1)
LDOE 14 (C)/2024			Capricorn North District (1)
LDOE 15 (A)/2022	Management Assistant	Degree/Dip in Management	Head Office (08) CFO

		Assistant/Secretarial/Office Management	ECD Professional Teachers Development HRM & D Labour Relations Risk Management Curriculum Management and Delivery HRD & PMDS
LDOE 15 (B)/2024			Mopani East District (1)
LDOE 15 (C)/2024			Mopani West District (1)
LDOE 15 (D)/2024			Sekhukhune East District (1)
LDOE 15 (E)/2024			Sekhukhune South District (1)
LDOE 15 (F)/2024			Capricorn South District (1)
LDOE 15 (G)/2024			Capricorn North District (1)
LDOE 15 (H)/2024			Vhembe West District (1)
LDOE 15 (I)/2024			Mogalakwena District (1)
LDOE 15 (J)/2024			Waterberg District (1)
LDOE 16 (A)/2024	EMIS	Degree/Dip in Information Technology	Sekhukhune South District (1)
LDOE 16 (B)/2024			Mogalakwena District (1)
LDOE 16 (C)/2024			Capricorn South District (1)
LDOE 16 (D)/2024			Capricorn North District (1)
LDOE 16 (E)/2024			Vhembe West District (1)
LDOE 16 (F)/2024			Vhembe East District (1)
LDOE 17 (A)/2024	Monitoring & Evaluation	Degree/Dip in Office Humanities/Social Science/Management/Public Administration/Management	Head Office (2) Quality Promotion & Standard Integrated Monitoring evaluation
LDOE 17 (B)/2024			Waterberg District (1)
LDOE 17 (C)/2024			Capricorn North District (1)
LDOE 18 (A)/2024	Examination and Assessment	Degree/Dip in Office Management/Public Administration	Mogalakwena District (1)
LDOE 18 (B)/2024			Waterberg District (1)
LDOE 18 ((C)/2024			Capricorn South District (1)
LDOE 18 (D)/2024			Capricorn North District (1)

LDOE 18 (E)/2024		/Management/ Data Capturing.	Vhembe West District (1)
LDOE 18 (F)/2024			Sekhukhune East District (1)
LDOE 18 (G)/2024			Sekhukhune South District (1)
LDOE 19/2024	Organizational Design & Job Evaluation	Degree/Dip in Operations Management/ Management Services/Product Management	Head Office (1)
LDOE 20/2024	Knowledge & Information Management	Degree/Dip in information Science/ Information Management	Head Office (1)
LDOE 21/2024	Internal Control	Degree/ Dip in Internal Auditing/B Com Accounting/Finance	Head Office (2)
LDOE 22 (A)/2024	Asset & Fleet Management	Degree/Dip in Finance/Supply Chain Management	Head Office (1)
LDOE 22 (B)/2024			Mogalakwena District (1)
LDOE 23/2024	Infrastructure Finance	Degree/ Dip in Accounting/Financial Management	Head Office (1)
LDOE 24/2024	Telecommunication	Degree/Dip in Management Assistant/Call Center/Public Management	Head Office (1)
LDOE 25/2024	School Affairs	Degree/Dip in Public Administration/ LAW	Head Office (2)
LDOE 26 (A) 2024	Establishment Control	Degree/Dip in human resource Management/ public Administration/ Public Management	Capricorn North District (1)
LDOE 26 (B) 2024			Sekhukhune East District (1)
LDOE 28/2024	Risk Management	Degree/Dip in Forensic Audit and Investigation/ Risk Management	Head Office (1)
LDOE 29 (A) 2024	Laboratory Assistant	Degree/Dip in Physical Science/Life Science BSc	Head Office 1 (Tivumbeni)
LDOE 29 (B) 2024			Head Office 1 (Schoemansdal)
LDOE 29 (C) 2024			Head Office 1 (Makhado)
LDOE 29 (D) 2024			Head Office 1 (Giyani Science Centre)

**TOTAL NUMBER: 325**

Further correspondence shall be entered into with short listed candidates. If you do not hear from us within 30 days after the closing date, regard your application as unsuccessful.

The closing date for the submission of applications is the **29<sup>th</sup> of November 2024**.

**"Education is a pre-condition for development "**

**The heartland of Southern Africa –development is about people**



**Mr. Mashaba K.M**

**Acting Head of Department**

08/11/2024

**Date**