

**PROVINCIAL ADMINISTRATION: LIMPOPO
OFFICE OF THE PREMIER**

The Limpopo Office of the Premier is an equal opportunity and an affirmative action employer. Women and persons with disabilities are encouraged to apply.

- APPLICATIONS** : The Director General, Office of the Premier, Private Bag x 9483, POLOKWANE, 0700 or hand delivered at Mowaneng Building, 40 Hans van Rensburg Street, POLOKWANE. Applications may also be submitted through the e-Recruitment website at <https://erecruitment.limpopo.gov.za>, however, hand delivery applications are acceptable and must be submitted on the new Z83 application form obtainable from all Government Departments or can be downloaded from www.gov.za / www.dpsa.gov.za / www.labour.gov.za
- CLOSING DATE** : 20 December 2024 at 16h30
- NOTE** : The new Z83 application form must be fully completed and duly signed, dated and initialed by the applicant. Failure to sign this form may lead to disqualification of the application during the selection process. The application must include only completed and signed new Form Z83 and a detailed Curriculum Vitae, copies of qualifications and ID. Certified copies will only be submitted by shortlisted candidates on or before the day of the interview date. The applicant may submit additional information separately where the space provided on Z83 form is not sufficient. The employer reserves the right not to fill the posts. Failure to submit the requested documents will result in your application not being considered. NB: You are kindly requested to complete Part A, B and C of the Z83 in full. Applicants who apply for more than one position are requested to submit separate applications for each position they wish to apply for. Due to the large number of applications we envisage to receive, correspondence will be limited to shortlisted candidates only. Please accept that your application has been unsuccessful if you do not hear from this Office within 90 days after the closing date. However, should there be any dissatisfaction, applicants are hereby advised to, within 90 days, seek reasons for the above administrative action in terms of section 5 (1) (2) of the Promotion of Administrative Justice Act 3 of 2000. The successful candidates must be willing to sign an oath of secrecy with the Office. By virtue of applying you are consenting that the department should subject you to personnel suitability checks e.g. the verification of educational qualifications, previous experience, citizenship, reference checks, financial check and security vetting. Candidates with foreign qualifications are advised to attach SAQA accreditation of their qualifications Correspondence will be limited to short-listed candidates only due to the large number of applications we envisage to receive, If you have not heard from the Office within ninety (90) days of the closing date, please accept that your application has been unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to, within 90 days, seek reasons for the above administrative action in terms of section 5, sub-section 1 and 2 of Promotion of Administrative Justice Act 3 of 2000. Applications which are forwarded / submitted to the wrong address will not be considered.

**INTERNSHIP PROGRAMME (24 MONTHS)
FORM 1 APRIL 2025 TO 31 MARCH 2027**

OTHER POSTS

- POST 43/91** : **GEOGRAPHICAL INFORMATION SYSTEM INTERN REF NO: OTP 14/24/01 (1 POST)**
Directorate: Geographical Information System
- STIPEND** : R7 450.75 per month
CENTRE : Head Office (Polokwane)
REQUIREMENTS : Diploma or Degree (NQF6/7) Geoinformatics/ Geomatics/ GIS/ Geography/ Cartography/ Environmental Science specialising in GIS. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
- ENQUIRIES** : Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
- POST 43/92** : **SECURITY MANAGEMENT INTERN REF NO: OTP 14/24/02 (1 POST)**
Directorate: Security Management
- STIPEND** : R7 450.75 per month
CENTRE : Head Office (Polokwane)
REQUIREMENTS : National Diploma or Degree (NQF6/7) in Security Management. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
- ENQUIRIES** : Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
- POST 43/93** : **BUDGET PLANNING INTERN REF NO: OTP 14/24/03 (1 POST)**
Directorate: Financial Management
- STIPEND** : R7 450.75 per month
CENTRE : Polokwane (Head Office)

<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/7) in Public Finance Management/Financial Accounting/ Financial Management/Cost and Management Accounting. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
<u>POST 43/94</u>	:	<u>COMMUNICATION INTERN REF NO: OTP 14/24/04 (1 POST)</u> Chief Directorate: Provincial Communication Services
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)
<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/7) in Graphic Design, Fine Arts or related. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
<u>POST 43/95</u>	:	<u>DEVELOPMENT PLANNING INTERN REF NO: OTP 14/24/05 (1 POST)</u> Directorate: Development Planning and Anti-Poverty Strategy
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)
<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/7) in Planning/ Development Studies. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
<u>POST 43/96</u>	:	<u>SPATIAL PLANNING INTERN REF NO: OTP 14/24/06 (1 POST)</u> Directorate: Spatial Planning
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)
<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/7) in Town & Regional Planning/ Urban Regional Planning. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
<u>POST 43/97</u>	:	<u>INTERNAL CONTROLS AND COMPLIANCE INTERN REF NO: OTP 14/24/07 (1 POST)</u> Directorate: Internal Control and Compliance
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)
<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/7) in Internal Auditing. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
<u>POST 43/98</u>	:	<u>INFORMATION TECHNOLOGY INTERN REF NO: OTP 14/24/08 (1 POST)</u> Directorate: Department Government Information Technology Office
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)
<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/7) in Information Technology or related. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
<u>POST 43/99</u>	:	<u>HUMAN RESOURCES DEVELOPMENT & PERFORMANCE MANAGEMENT DEVELOPMENT SYSTEMS INTERN REF NO: OTP 14/24/09 (1 POST)</u> Directorate: Human Resources Development & Performance Management Development Systems & Employee Health and Wellness
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)
<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/NQF7) in HRM/ HRD/ Public Administration/ Public Management/ Public Affairs. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
<u>POST 43/100</u>	:	<u>LEGAL SERVICES INTERN REF NO: OTP 14/24/10 (1 POST)</u> Directorate: Legal Services
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)

<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/7) in LLB/ B. Proc or related. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
<u>POST 43/101</u>	:	<u>INTER-GOVERNMENTAL RELATIONS INTERN REF NO: OTP 14/24/11 (1 POST)</u> Directorate: Inter-Governmental Relations and ODA
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)
<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/7) in Public Administration/Public Management/Public Affairs or Political Science or related. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134
<u>POST 43/102</u>	:	<u>SPECIAL PROGRAMMES INTERN REF NO: OTP 14/24/12 (2 POSTS)</u> Directorate: Special Programmes
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)
<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/7) in Public Administration/Public Management/Public Affairs or Social Science or related. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
<u>POST 43/103</u>	:	<u>ORGANISATIONAL DEVELOPMENT REF NO: OTP 14/24/13 (1 POST)</u> Directorate: Organisational Development Coordination
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)
<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/7) in Management Services/Production Management/ Organisational Development/ Operation Management. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
<u>POST 43/104</u>	:	<u>SUPPLY CHAIN MANAGEMENT & LOGISTICS INTERN REF NO: OTP 14/24/14 (1 POST)</u> Directorate: Supply Chain Management
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)
<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/NQF7) in Supply Chain Management/ Logistics. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
<u>POST 43/105</u>	:	<u>LABOUR RELATIONS INTERN REF NO: OTP 14/24/15 (1 POST)</u> Directorate: Labour Relations
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)
<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/NQF7) in Labour Relations/ Labour Law. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
<u>POST 43/106</u>	:	<u>RECORDS MANAGEMENT INTERN REF NO: OTP 14/24/16 (1 POSTS)</u> Sub-Directorate: Records and Knowledge Management
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)
<u>REQUIREMENTS</u>	:	National Diploma or Degree (NQF6/NQF7) in Information Management/Archival Studies/Library Science/Knowledge Management. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
<u>ENQUIRIES</u>	:	Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.
<u>POST 43/107</u>	:	<u>STRATEGIC MANAGEMENT INTERN REF NO: OTP 14/24/17 (1 POST)</u> Directorate: Strategic Management
<u>STIPEND</u>	:	R7 450.75 per month
<u>CENTRE</u>	:	Polokwane (Head Office)

- REQUIREMENTS** : National Diploma or Degree (NQF6/NQF7) in Public Administration/Public Management/Public Affairs. Applicant must be between 18-35 years. Must be unemployed and never participated in an internship programme previously.
- ENQUIRIES** : Ms Phahladira ML and Mr Ramokolo H Tel 015 287 6371/6134.