

EXTERNAL ADVERTISEMENT

INTERNSHIP OPPORTUNITIES

NUMBER of VACANCIES AVAILABLE	POSITIONS	SALARY
14	INTERNSHIP OPPORTUNITIES	R 7000 Stipend Monthly

BACKGROUND

The constitutional mandate of the Gauteng Provincial Legislature (GPL) is to make laws that address the needs of the province, conduct oversight over the Executive to ensure service delivery, promote Cooperative Governance for effective decision-making, and to conduct Public Participation to ensure that the views of the people of Gauteng are incorporated in governance processes.

The Legislature's mission is to be a modern and transformative Legislature that fosters public pride and confidence in democracy and enhances service delivery to the people of Gauteng.

PURPOSE

The objective of the GPL Internship Programme is to assist graduates and people with qualifications to obtain workplace experience and for the GPL to contribute to the up skilling of individuals as per the Skills Development Act.

The duration of the GPL's Internship programme is a 24 -month fixed term contract. The GPL has Internship opportunities in the following Business Areas:

- 1. Communication – Reference No 01082022/1 (2 positions)**
(Preferred Qualification: Matric and National Diploma or B-Degree in one of the following Areas: Media Studies, Communication Science, Graphic Design and Public Relations, a post graduate qualification will be an added advantage)
- 2. Visual and Sound Technology - Reference No 01082022/2 (1 position)**
(Preferred Qualification: Matric and Diploma or B-Degree in one of the following fields: Audio and Sound Technology, Audio Visual Technology, a post graduate qualification will be an added advantage)
- 3. Hansard - Reference No 01082022/3 (1 position)**
(Preferred Qualification: Matric and B- Degree in Languages or a National Diploma with specialisation in one of the following areas Translation and or Interpreting and or Terminology Development, a post graduate qualification will be an added advantage)

4. **Information Centre - Reference No 01082022/4 (1 position)**
(Preferred Qualification: Matric and National Diploma or B-Degree in Information Science or Information Studies, a post graduate qualification will be an added advantage)
5. **Intern Asset Management - Reference No 01082022/5**
(Preferred Qualification: Matric and Degree and/or Diploma in Supply Chain Management/Purchasing Management or Logistics or related NQF equivalent qualification)
6. **Intern: Transport and Fleet - Reference No 01082022/6**
(Preferred Qualification: Matric and Degree or Diploma in Transport Management or Logistics Management)
7. **Intern: Members Affairs - Reference No 01082022/7**
(Preferred Qualification: Matric and Certificate, Diploma or Degree in Business management, Human Resource Management, Political science, Customer Service)
8. **Intern: Strategy, Planning, Monitoring, and Evaluation - Reference No 01082022/8**
(Preferred Qualification: Matric and Degree and/or Diploma in Monitoring and Evaluation, Auditing, Information Management, Developmental Studies, Social Sciences, Public Administration or Business Management or related NQF equivalent qualification)
9. **Intern: Transversal Mainstreaming - Reference No 01082022/9**
(Preferred Qualification: Matric and Degree and/or Diploma in Commerce, Public Finance and Administration, or Gender, Disability or Youth Studies related disciplines)
10. **Intern: Gauteng Speakers forum - Reference No 01082022/10**
(Preferred Qualification: Matric and A Degree and/or Diploma or Equivalent as a minimum qualification in Law, Political Sciences, Finance, or Public Administration)
11. **Intern: Parliamentary Exchange Programme - Reference No 01082022/11**
(Preferred Qualification: Matric and Degree and/or Diploma in Political Science, Protocol and/or International Relations)
12. **Intern: Stakeholders Relations**
(Preferred Qualification: Matric and A Degree and/or Diploma or Equivalent as a minimum qualification in Law, Political Sciences, or Public Administration/Management.
13. **Intern: Members Relations**
(Preferred Qualification: Matric and Certificate, Diploma or Degree in Business management, Human Resource Management, Political science, Customer Service)

COMPETENCIES:

- Time management
- Interpersonal skills
- Communication skills
- Planning & Organizational Skills.

COMPULSORY REQUIREMENTS:

- Applicants must be South African citizens.
- Applicant must be between the age of 18-35.
- **To align with employment equity targets and ensure that diversity is maintained at the GPL, preference will be given to People living with disability, Coloured, White and Indian applicants.**
- Must have no previous criminal convictions or pending cases.
- Applicants must be unemployed, and never employed in the field of the advertised post and never participated in an Internship Programme before.
- It remains the applicant's responsibility to have foreign qualifications evaluated by South African Qualifications Authority (SAQA).
- Applicants are restricted to apply for only three positions that are most suitable to their qualification(s) and must submit a separate email per application with the **post reference number as Subject.**
- Correspondence will be limited to shortlisted candidates.

To apply, forward a comprehensive CV with supporting Documents (i.e. Copy of ID and Qualifications) to HRRecruitment1@gpl.gov.za .

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

DISCLAIMER: The Gauteng Provincial Legislature is committed to the achievement and maintenance of employment equity and diversity especially in respect of race, gender and disability. People with disabilities are particularly encouraged to apply. Appointment will be made subject to completion of Suitability checks. The Secretary of the Legislature reserves the right to approve or decline the appointment.

Closing Date: 03 October 2022