



military veterans

Department:
Military Veterans
REPUBLIC OF SOUTH AFRICA

PRIVATE BAG X943 PRETORIA 0001; 328 FESTIVAL STREET HATFIELD PRETORIA 0083

INTERNSHIP PROGRAMME: 2017/18 INTAKE (FOR THE YOUTH OF SOUTH AFRICA)

The Department of Military Veterans is contributing towards skills development by providing opportunities to unemployed graduates to gain work experience in various skills areas. The Department is therefore inviting applications for Internship Programme that will run for a 12 months contract period. The internship programme is aimed at enhancing the employability of qualified unemployed graduates aged between 18 and 35 years.

Requirements: Applicants must be graduates in fields below and/or have successfully completed the theoretical part of study and are in need of experiential learning in order to complete the qualification. Military Veterans Dependents are encouraged to apply.

CHIEF DIRECTORATE/ DIRECTORATE	FIELD OF STUDY / QUALIFICATIONS	REFERENCE
Financial Management	Financial Management	DMV01/IP/2017-18
Audit and Risk Management	Internal Audit and Risk	DMV02/IP/2017-18
Research	Research Methodology, Public Man, Public Dev, & Social Science	DMV03/IP/2017-18
Policy	Policy Management & Management of Social Sciences	DMV04/IP/2017-18
Supply Chain Management & Logistics	Diploma or Degree in SCM and Logistics	DMV05/IP/2017-18
Communications	Website Development, Communications, Public Relations and Marketing	DMV06/IP/2017-18
Strategic Planning	Planning Reporting / Business Public Administration Governance	DMV07/IP/2017-18
Monitoring & Evaluation	Monitoring & Evaluation or Public Administration	DMV08/IP/2017-18
Military Veterans Skills Development	Training Management and Skills Development	DMV09/IP/2017-18
Compliance	Diploma in Auditing and LLB	DMV10/IP/2017-18
Security Management	Safety & Security Management	DMV11/IP/2017-18
Information, Communication and Technology (ICT)	Degree or Diploma in PC Skills	DMV12/IP/2017-18
Office Administration: Empowerment & Stakeholder Management Branch	Public Administration	DMV13/IP/2017-18
Office Administration: Socio-Economic Support Branch	Public Administration	DMV14/IP/2017-18
Office Administration: Administration Support Branch	Public Administration	DMV15/IP/2017-18
Application forms for Internship Programme can be downloaded from the Department of Military Veterans' website: www.dmv.gov.za or you can physically collect from 328 Festival Street, Hatfield, Pretoria, 0083, Please don't use Z83 for Internship Programme Application.		

Directions to candidates:

The suitable candidates will be selected with the intention of promoting representivity and achieving affirmative action targets, as contemplated in the relevant components Employment Equity Plan.

The Department reserves the right not to appoint any applicants to these positions and to conduct pre-employment security screening.

NB: PREFERENCE WILL BE GIVEN TO MILITARY VETERANS

Applications must be submitted on form **Z83 excluding Internship Programme**, obtainable from any Public Service Department, and should be accompanied by comprehensive Curriculum Vitae (previous experience must be comprehensively detailed) and certified copies of qualifications, service certificates, driver's license and Identification Document. Applicants with foreign qualification must be submitting a SAQA evaluation report on the qualification. Non-SA citizens must attach a certified copy of proof of permanent residence in South Africa. In addition to completing the **Z83**, applicants are required to disclose any pending criminal, disciplinary or any other adverse allegation or investigation against them. Applicants must also provide the full names, address and telephone numbers of at least 3 references. Failure to submit the requested documents may result in your application not being considered (applications lacking evidence of relevant experience will not be considered). If you apply for more than one post in the Department, please submit a separate application form for each post. Applicants will be expected to be available for selection interviews at a time, date and place determined by the Department. If you have not been contacted for an interview within three (3) months of the closing date, please assume that your application was not successful. Kindly note that a security clearance and verification of qualification by SAQA will be conducted to successful shortlisted candidates.

Correspondence will be entered into with short-listed candidates only.



PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY

Unless otherwise stated, please forward applications, quoting the relevant reference number, to **The Director: Human Resource Management, Department of Military Veterans, Private Bag X943, Pretoria, 0001** or may be hand delivered at **328 Festival Street, Hatfield, Pretoria, 0083**.

All enquiries should be directed to: **Ms Dineo Masemola or Mr Caiphus Mailula (012) 765 9325**.

Closing date: 17 March 2017. Applications received after the closing date will not be considered.