



MKHAMBATHINI MUNICIPALITY

The Mkhambathini Municipality hereby invites suitably qualified applicants to apply for the following in-service positions:

IN-SERVICE TRAINEE OPPORTUNITY

STIPEND:

The Municipality will pay a Stipend of **R 3 500.00 per month**. There shall be no benefits or salary for In-Service Trainees except the stipend, which will be paid in accordance within the Municipality Policy.

CONTRACT DURATION: 1 YEAR IN-SERVICE CONTRACT

MINIMUM REQUIREMENTS

- Ability to work under pressure, multitask and prioritize
- Attention to detail and high level of accuracy
- Excellent interpersonal and communication skills on all levels
- Ability to handle confidential information
- Fluent in speaking both English and isiZulu
- Computer Literate

<u>No. of Posts</u>	<u>Position</u>	<u>Field of Study</u>
3	In-Service Trainee	Must be in possession/ Studying towards a 3-year Degree/ National Diploma in Public Administration/ Public Management

Mkhambathini Municipality is committed to Employment Equity, therefore in these appointments such factors will be taken into consideration. Mkhambathini Municipality is under no obligation to fill a post after the advertisement thereof. Correspondences will only be entered into with shortlisted candidate. If you have not heard from us within (one) 1 month of the closing date, please regard your application as unsuccessful. The council nevertheless appreciates the interest shown by applicant. The termination of the employment will coincide with termination of the in-service contract.

Application form (clearly stating the position you are applying for), together with a comprehensive CV and certified copies of qualifications must be sent to the: **Municipal Manager, Mkhambathini Municipality, Private Bag X04, Camperdown, 3720** or hand deliver at: **No 18 Old Main Road,**

Camperdown, 3720. Failure to attach all required documents will disqualify your application. Faxed or e-mailed application will not be considered/ accepted.

Closing date: 02 June 2023. Kindly note that should you not be contacted within a period of 30 days after the closing date, consider your application as unsuccessful.

Enquiries regarding the post can be directed to **Ms. NP Ndlovu, Human Resources Manager** at **031 785 9345.**



Mr S Mngwengwe
Municipal Manager