



FREE STATE PROVINCE

# FREE STATE PROVINCIAL GOVERNMENT

*The Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.*

## DEPARTMENT OF TREASURY

**Directions to applicants** Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. Applicants are requested to complete the Z83 form properly and in full. The reference number of the advertised post should be stated on the Z.83. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

### **APPLICATIONS FOR THE DEPARTMENT OF FREE STATE PROVINCIAL TREASURY TO BE SUBMITTED TO:**

The Free State Provincial Treasury, Private Bag X 20537, Bloemfontein, 9300. Attention: Ms. N Mokotso, Provincial Government Building, Tel No: (051) 405 4274 or deliver by hand to Ms. Mokotso in Room 426(b), Provincial Government Building, Bloemfontein.

**CLOSING DATE: 14 March 2014**

The Free State Provincial Treasury presents exciting opportunities for Interns and Experiential Learners through the Department's Internship and Experiential Training Programs.

### **INTERNS (15 POSITIONS) AND EXPERIENTIAL LEARNERS (10 POSITIONS)**

**REFERENCE NO: FSPT 007/14**

**SALARY** – To be determined according to the Remuneration Schedule for Interns as stipulated by the Department of Public Service and Administration (DPSA)

**CENTRE:** BLOEMFONTEIN

**REQUIREMENTS FOR INTERNSHIP PROGRAMME:** Unemployed graduates with a three/ four year Degree/ Diploma. Applicants must be between 18 and 35 years of age, historically disadvantaged and a South African citizen.

**REQUIREMENTS FOR EXPERIENTIAL TRAINEESHIP PROGRAMME:** Learners who, as part of their qualification requirements need to undergo formal work based learning for the completion of their qualifications. The required practical experience should be confirmed in writing by the relevant Institution.

**RECOMMENDATION:** Preference will be given to applicants who are computer literate, have good communication skills, and show a willingness to work and learn.

You may apply for any of the Internship or Experiential Learning Programme offered by a number of Directorates and functional units within the Department if you have any of the following qualifications:

### **INTERNSHIP PROGRAMME:**

- Diploma/ Degree in Human Resources Management/ Organizational Development/ Human Resource Development
- Diploma in Engineering (Building Construction)
- BSc: Risk Analysis
- Diploma or Degree in Public Administration or Public Finance
- Diploma or Degree in Accounting/Municipal Accounting/Municipal Finance
- Diploma or Degree in Supply Chain Management / Procurement/Logistics
- Diploma or Degree in Internal Audit/Risk Management
- Diploma/ Degree in Business Management

**EXPERIENTIAL TRAINEESHIP PROGRAMME:**

- Human Resource Management
- Financial Management
- Public Management
- Information Technology/Computer Systems
- Business Management/Administration

**DUTIES:** Participants will undergo an on-the-job development training programme within the Department that will be relevant to their qualifications to equip them to enter the formal job market. Interns will be appointed for 12 months and Experiential Learners will be appointed for such a period as is required in terms of Institution's Learning Programme.

**ENQUIRIES:**

Mr. KK Mangate, Telephone number: (051) 405 5936