



arts & culture

Department:
Arts and Culture
REPUBLIC OF SOUTH AFRICA

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INTERNSHIP PROGRAMME FOR THE FINANCIAL YEAR 2015/2016

The Department of Arts and Culture invites applications for Internship opportunities that currently exist within the Department. The Programme will run for a period of 12 months.

Requirements: Unemployed graduates who have successfully completed a 3 year Degree or a National Diploma in any field specified below and who are between the ages of 18 and 35 years may apply.

The Department of Arts and Culture is an equal opportunity affirmative action employer. Qualifying people with disabilities are encouraged to apply.

Monthly stipend: R3500.00 per month

Application forms can be collected at the Department's head office at Kingsley Centre, 7th floor, corner Stanza Bopape and Steve Biko Street, Pretoria. Application forms should be accompanied by a CV, certified copies of qualifications/certificates and a certified copy of a bar-coded South African identity document. Applications must be handed in on the 7th floor, Kingsley Centre building.

Correspondence will be limited to short-listed candidates only. If you have not been contacted within 3 months of the closing date, please consider your application as unsuccessful.

Closing date: 05 June 2015

The following are the Internship opportunities that currently exist within the Department:

1. National Archives and Film Archives <i>Ref: 01</i> Qualifications: 3 year Degree/Diploma in: Archival Studies, Museum, Heritage, History, Library Information, equivalent Number of vacant positions: 2	2. International Relations <i>Ref: 02</i> Qualifications: 3 year Degree/Diploma in International Relations, Politics equivalent Number of vacant positions: 3
3. Directorate: National Language Service <i>Ref: 03</i> Qualifications: 3 year Degree/Diploma in: Language Practice, Translation, Terminology, Language Planning and Terminology, Linguistics equivalent Number of vacant positions: 6	4. Directorate: Cultural Development <i>Ref: 04</i> Qualifications: 3 year Degree/Diploma in: <ul style="list-style-type: none">• Performing Arts, Music, Dance, Drama, equivalent• Fine Arts, Crafts, equivalent• Arts Management• Arts Education Number of vacant positions: 4
5. Directorate: Human Resource Management <i>Ref: 05</i> Qualifications: 3 year Degree/Diploma in Human Resource Management, Public Administration, equivalent Number of vacant positions: 1	6. Directorate: Social Cohesion & Target Group <i>Ref: 06</i> Qualifications: 3 year/Degree/Diploma in: <ul style="list-style-type: none">• Drama, Music, Visual Arts, Heritage, equivalent• Gender and Social Development, equivalent Number of vacant positions: 2

7. Directorate: Risk Management <i>Ref: 07</i> Qualifications: 3 year Degree/Diploma in Risk Management, Commerce, Auditing, equivalent Number of vacant positions: 1	8. Directorate: Heritage Promotion <i>Ref: 08</i> Qualifications: 3 year Degree/Diploma in: Heritage Studies, equivalent History, equivalent Number of vacant positions: 3
9. Directorate: Financial Administration <i>Ref: 09</i> Qualifications: 3 year Degree/Diploma in Finance, Economics, equivalent Number of vacant positions: 2	10. Directorate: Supply chain Management <i>Ref: 10</i> Qualifications: 3 year Degree/Diploma in Purchasing Management, Supply Chain Management, Public Management, equivalent Number of vacant positions: 1
11. Directorate: Communications and Marketing <i>Ref: 11</i> Qualifications: 3 year Degree/Diploma in Information Technology, Software Development, Web and Application Development, equivalent Number of vacant positions: 1	12. Directorate: Communications and Marketing <i>Ref: 12</i> Qualifications: 3 year Degree/Diploma in: <ul style="list-style-type: none"> • Communication, Journalism, Public Relations, equivalent • Marketing, Events Management Number of vacant positions: 2
13. Directorate: Information Technology <i>Ref: 13</i> Qualifications: 3 year Degree/Diploma in Information Technology, Software Development, Web and Application Development, equivalent Number of vacant positions: 2	

Please note the following:

The closing date for the applications is 05 June 2015 at 12h00.

Applicant should not have had previous formal employment related to their field of study.

Only candidates who have not previously benefited from an Internship programme will be considered.

The Department will not make provision for transport and/or accommodation to any candidate, whether traveling from or outside Gauteng Province.

The Department will not provide accommodation for any appointed candidate from or outside of Gauteng.



CHIEF DIRECTOR: HUMAN RESOURCE MANAGEMENT

DATE: 2015-5-22