

# SWELLENDAM MUNICIPALITY

## 3 x VACANCIES

### INTERNSHIP PROGRAMME: FINANCIAL MANAGEMENT

(Two-year fixed-term contract)

(Directorate: Financial Services --- Salary R 96 000 per annum (all inclusive))

Applications are hereby invited from dynamic individuals who:

- **Recently obtained** an appropriate **three-year Baccalaureus degree or National Diploma**, which may include the following : Accounting; Economics; Finance; Risk Management; Internal Auditing; Supply Chain Management; Financial Systems Administration; and
- Are between the ages of 21 – 35 years old.

The intern will sign a contract of employment, as well as an internship agreement. The purpose of the agreement is to ensure a commitment to the program, which includes full participation in educational, workplace assignments and the study of policies and procedures.

**Internship overview:** The MFMIP is a structured professional training and work experience program aimed at providing high quality practical exposure in key areas of the Financial Services Department to ensure that Interns acquire the necessary skills.

Applications, on the **prescribed application form**, obtainable from Human Resources or on the municipal website, accompanied by a CV and certified copies of ALL qualifications mentioned on the CV, ID document and at least one reference, must be addressed to mr P. Le Roux (Human Resource Manager) to reach him on or before **16:00 on Friday, 08 December 2023**. The completion of the application form in your own handwriting is **compulsory**. Please take note that applications that do not contain supporting documentation, will be automatically disqualified. Applications may also be submitted to the respective administrative offices in Swellendam, Buffeljagsrivier, Suurbraak and Barrydale. **NO** applications fax will be accepted. E-mail applications (maximum 15pages) can be sent to [careers@swellendam.gov.za](mailto:careers@swellendam.gov.za)

Please note that **ONLY** applications from within the **Swellendam municipal area** will be **considered**.

Swellendam Municipality is an equal opportunity employer. The Municipality reserves the right not to make an appointment. Canvassing with councillors is an offence and will result in the disqualification of an application. If no feedback is received within eight weeks of the closing date, please consider your application as unsuccessful.

49 Voortrek Street (PO Box 20)  
Swellendam, 6740  
Tel (028) 514 8500

A. VORSTER  
MUNICIPAL MANAGER

(Notice HR 33/2023)