



## EMADLANGENI MUNICIPALITY

### OFFICE ADMINISTRATION IN-SERVICE TRAINING PROGRAMME X6 posts

The Emadlangeni Municipality is affording the opportunity to all qualified youth. The Municipality invites applicants to apply for a 12 months in-service training. This will benefit the youth to acquire practical work and accomplish their National Diploma/Degree.

The applicants must meet the following criteria and submit the required documents:

- a) Completed N6 in Office Admin or equivalent course;
- b) Attached the placement letter from the tertiary institution concerned;
- c) Submit updated Curriculum Vitae and
- d) Attach supporting documents like: certified copy of Identity Document ,certified copy of Matric Certificate and other qualifications, if available.

Preference be given to the youth within Emadlangeni Municipality and ward representation criteria will be used.

The successful candidates will receive the stipend of R3500 pm for the period of 12 month on the programme. All applications must be hand delivered to the Human Resources Office at Emadlangeni Municipality

**Closing date : 15 FEBRUARY 2019**

**For enquiries : Mr N.W Mtshali , Human Resources Office  
034 331 3041**