

Dear Joburg residents,

The Jozi Skills Hub is an implementing agent for Skills Development related initiatives of the City. The Jozi Skills Hub as a COJ supported initiative will be facilitating an Internship Programme with its key stakeholders. Qualifying individuals can apply through the Skills Unit of the Department of Economic Development in the City of Johannesburg.

The Jozi Skills Hub would like to extend the closing date for all applications to **26 October 2012**, any applications thereafter will not be considered. The Internship programme will run for a period of 6 months.

An internship is a directed, practical learning experience, outside of the normal classroom setting, in which learners sharpen skills, gain experience, apply classroom learning to professional settings or projects, and learn first hand how organisations operate.

Applicants must have the following:

- Diploma, degree or equivalent;
- Resident of the City of Johannesburg;
- Good working knowledge of English (verbal and written);
- Good interpersonal skills;
- Computer skills;
- Declaration of criminal record;
- Must be between 18 and 35 years, woman and/or people with disabilities may apply (**Unemployed**).

To apply forward a two-page CV to [SkillsUnit@joburg.org.za](mailto:SkillsUnit@joburg.org.za) or fax it to **086 588 7859** and **indicate your preferred position**.

Include the following in your submission:

- Certified copy of ID
- Proof of residence
- Matric certificate and Copy of qualifications

<b>JOB AREAS</b>	<b>NUMBER OF LEARNERS</b>	<b>DURATION</b>	<b>ENTRY REQUIREMENTS</b>
ODETDP (Occupationally Directed Education & Training Development Practice)	30	06 Months	Grade 12 or equivalent and ETD certificate on NQF level 4
IT Support	30	06 Months	Diploma/Degree
IT Development	30	06 Months	Diploma/Degree
Supply Chain	10	06 Months	Diploma/Degree
Warehouse Management	10	06 Months	Diploma/Degree
Web Development and Design	10	06 Months	Diploma/Degree
Sales & Marketing	4	06 Months	Diploma/Degree
Project Management	30	06 Months	Diploma/Degree
Human Resources	15	06 Months	Diploma/Degree
Finance	15	06 Months	Diploma/Degree

All applicants must have a diploma and/or degree in the respective job areas. Applicant who have participated in a learnerships (submit proof) in these job areas may also apply. Qualifying Individuals who have registered on the Skills Units Labour Market Information Database will be considered and need not apply.