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## **STUDENT INTERNSHIP POSITION:** **ENVIRONMENTAL AND INFRASTRUCTURE SERVICE DEPARTMENT**

An internship programme is an intervention by the City of Johannesburg to address the growing demand by a tertiary institution for students to undergo on-the-job exposure, as a pre-requisite to acquire an academic qualification or as a requirement after the acquisition of academic qualification to obtain experiential training. The City is committed to providing work-based training for students.

- This internship opportunity is applicable to youth in the Johannesburg communities, who qualifies for this internship and have never participated in an internship programme before.
- This Vacancy is open to all qualifying **STUDENTS** in the Johannesburg Community for a period **not exceeding 18 months**
- Interested applicants are invited to apply for the positions listed in the circular.
- Complete the online job application form and attach all relevant documents (Certified Qualification/s, ID, and CV).
- Applicants are advised to use Google Chrome when applying for CoJ positions.
- The City of Johannesburg reserves the right not to make an appointment.
- Appointments will be made in accordance with the COJ Employment Equity policy and People with disabilities are encouraged to apply.
- The City of Johannesburg is an equal opportunity employer.

### **WHERE TO APPLY**

[https://www.joburg.org.za/work/\\_Pages/Work%20in%20Joburg/Vacancies/2021%20Internships/2021-Internships.aspx](https://www.joburg.org.za/work/_Pages/Work%20in%20Joburg/Vacancies/2021%20Internships/2021-Internships.aspx)

Applicants are respectfully informed that, if no notification of appointment/response is received within six (6) weeks of the closing date, they must accept that their application was unsuccessful. By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process. In terms of the Talent Acquisition Policy of the City of Johannesburg, you hereby consent to the following risk checks should your application be shortlisted: Credit Record, CV validation and Employment record verification, Criminal check, and Identity validation.



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The City of Johannesburg (CoJ), Environmental and Infrastructure Service Department (EISD) has the following Internship opportunities available for a period NOT exceeding eighteen (18) months.

**DEPARTMENT:** Environmental and Infrastructure Service Department (EISD)

**BRANCH:** Energy

**DESIGNATION:** Internship: Energy

**REMUNERATION:**

(Qualification completed with min 360 credits): R9 531,54 pm (Basic Salary, no benefits)

(Enrolled as a student) : R3 500,00 pm (Basic salary, no benefits)

**LOCATION:** Traduna House, 118 Jorissen Street, Braamfontein

**MINIMUM REQUIREMENTS:**

- Grade 12/NQF level 4 plus Higher National Diploma in Electrical Engineering/ Degree Electrical Engineering.
- Only City of Joburg residents will be considered.

**PRIMARY FUNCTION:**

To provide technical and administrative support to the Energy Sector Unit.

**KEY PERFORMANCE AREAS:**

- Assist with activities relating to the development of Policies strategies and plans for City compliance and support, according to the Energy framework policies and guidelines so that they are done in a cost effective and efficient manner.
- Assist with monitoring the Entity's compliance with the National Rationalized Specifications (NRSs).
- Assisting in carrying out service delivery inspections at various sites.
- Assisting in providing oversights on high-priority projects that are been implemented by the Entity.
- Assist in monitoring the implementation of priority projects in line with the Service Delivery Agreement (SDA) to address service delivery backlogs.
- Liaising with SDCs can help to ensure that queries and issues are resolved in a timely and efficient manner, leading to improved service delivery and greater customer satisfaction.
- Ensuring that all reports about site visits are substantiated by corresponding evidence.
- Assist with the development of the Energy Service Delivery Framework of the organization.
- Facilitate stakeholder engagement on all energy within the city.

**LEADING COMPETENCIES:**

- Knowledge of the electricity sector and its business functions, coupled with an understanding of the entire organization.
- Computer literacy including MS Office Applications (Word, Excel, PowerPoint).
- Good Communication skills.
- Coordinating Skills.
- Report writing.



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**CORE COMPETENCIES:**

- Good time management skills;
- Creative problem-solving.
- Good multi-tasking skills;
- Collaborative/Teamwork, Values and Integrity, Attention to detail, and quality focused;
- Customer and Service Delivery Management (Batho Pele) Ethics, Professionalism.

**ENQUIRIES ONLY:**

Contact Person: Revonal Mckenzie

Tel No: (011) 082 7999

**Please take note that only online applications will be considered. Please apply by using the following link below:**

<https://share-eu1.hsforms.com/11Y6MqIbNTsqS00HddufY8Aew554>

APPLY ONLINE VIA WEBSITE: [www.joburg.org.za](http://www.joburg.org.za)

**CLOSING DATE: THURSDAY, 28 MARCH 2024**

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