



City of Johannesburg
Johannesburg Roads Agency

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EXTERNAL INTERNSHIP OPPORTUNITIES

VACANCY CIRCULAR NO. 14/2026

NOTE: THIS IS THE EXTERNAL & INTERNAL INTERNSHIP CIRCULAR

Applications requirements:

- Complete the online job application form and attach all relevant and updated documents (**6 Months Certified Qualification/s/Certificates, ID, and CV**).
- Applicants should take note that they can be required to provide proof of original documents during the selection process.
- Applicants with membership to professional bodies need to provide a membership number and expiry date.
- If you are an internal applicant, your employee number will be required.
- Applicants are advised to use Google Chrome when applying for JRA positions.

“JRA, its employees or representatives never ask for a fee from job seekers. Any such requests are fraudulent. Please report any suspicious activities in this regard to the JRA anti-fraud line on 0800 002 587”

CLOSING DATE: 06 OCTOBER 2026

JRA IS AN EQUAL OPPORTUNITY COMPANY AND COMMITTED TO EE PRINCIPLES: Please note that should you not be contacted thirty days after the closing date, consider your application unsuccessful. The Johannesburg Roads Agency reserves the right not to appoint. By submitting your application for a position, you acknowledge that the information is required for the purpose of processing and adjudicating your job application against requirements of the position and you consent to the processing and archiving of the said information.

Circular 14: DATE: 22 SEPTEMBER 2026

ELECTRICAL INTERNSHIP: FACILITIES MANAGEMENT - X6 (REF: 14/2026/01) (12 MONTHS FIXED TERM CONTRACT)	
STIPEND: R79 200.00 PER ANNUM	
KEY RESPONSIBILITIES	REQUIREMENTS AND SELECTION CRITERIA
• Assist with installation, repair and replacement of electrical components. • Assist in maintaining lighting systems, plugs, distribution boards and electrical circuits. • Support troubleshooting and fault-finding activities. • Assist in emergency electrical repairs. • Conduct routine inspections of electrical equipment. • Assist in testing electrical installations and equipment. • Record maintenance activities and findings. • Report defects and risks identified during inspections. • Conduct condition assessments of electrical infrastructure. • Maintain asset registers and inspection records. • Attend to maintenance requests from Head Office and Depots. • Assist with site inspections and assessments. • Accompany contractors during site visits. • Verify completion of maintenance work. • Assist with electrical safety inspections. • Identify unsafe conditions and report hazards. • Ensure work areas are safe and properly demarcated. • Compile daily, weekly and monthly reports. • Record maintenance requests and completed work. • Respond to facilities-related electrical queries. • Escalate unresolved issues to supervisors. • Liaise with internal departments and service providers. • Promote positive customer service standards.	• National Diploma, Diploma or N6 Certificate in Electrical Engineering. • Valid South African Driver's Licence will be an added advantage. • No previous experience required. <i>The JRA is an equal opportunity and affirmative action employer, and all appointments will be made in accordance with the Company's Employment Equity Plan to promote its representativity (race, gender, and disability).</i> Please take note that <u>only online applications</u> will be considered. Please apply by using the following link below: https://share.hsforms.com/1GSLIP_nwROedURm-ns4rw469tl Only shortlisted candidates will be contacted. 

"All suitably qualified candidates are encouraged to apply and will be considered. The Johannesburg Roads Agency applies the principles of employment equity as per National legislation and policy guidelines and will consider designated groups in line with these requirements. Preference will be given to previously disadvantaged groups including those with disabilities. Appointments will be made in accordance with the approved Employment Equity Plan to promote its equitable representation in terms of race, gender, and disability." Please note that should you not be contacted within thirty days after the closing date, please consider your application unsuccessful. Johannesburg Roads Agency reserves the right not to appoint. **Closing Date: 06 October 2026**

Circular 14: DATE: 22 SEPTEMBER 2026

MECHANICAL INTERNSHIP: FACILITIES MANAGEMENT – X1 (REF: 14/2026/02) (12 MONTHS FIXED TERM CONTRACT)	
STIPEND: R79 200.00 PER ANNUMM	
KEY RESPONSIBILITIES	REQUIREMENTS AND SELECTION CRITERIA
- Assist with repairs and maintenance of pumps, generators, compressors, HVAC equipment and mechanical installations. - Support troubleshooting and fault-finding activities. - Assist with inspections of mechanical equipment. - Conduct routine inspections of mechanical systems and equipment. - Assist with servicing schedules. - Record maintenance activities and findings. - Conduct condition assessments of electrical infrastructure. - Maintain asset registers and inspection records. - Assist in identifying assets requiring replacement or repair. - Support maintenance of water reticulation systems, pumps and related equipment. - Assist with monitoring HVAC systems where applicable. - Participate in facilities improvement projects. - Accompany contractors during inspections and maintenance activities. - Verify completion of maintenance work. - Monitor contractor compliance with safety requirements. - Identify unsafe conditions and report hazards. - Ensure safe work practices are followed. - Assist with implementation of safety procedures and controls. - Identify unsafe conditions and report hazards. - Ensure safe work practices are followed. - Assist with implementation of safety procedures and controls. - Attend to facilities-related mechanical maintenance requests. - Escalate unresolved issues to supervisors. - Liaise with internal departments and service providers.	- National Diploma, Diploma or N6 Certificate in Mechanical Engineering. - Valid South African Driver's Licence will be an added advantage. - No previous experience required. <i>The JRA is an equal opportunity and affirmative action employer, and all appointments will be made in accordance with the Company's Employment Equity Plan to promote its representativity (race, gender, and disability).</i> Please take note that <u>only online applications</u> will be considered. Please apply by using the following link below: https://share.hsforms.com/1Ysuk7TdLTG-C3Pkgz7frcg469tl Only shortlisted candidates will be contacted. 

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