

INTERNSHIP AVAILABLE

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Garden Route District Municipality (GRDM), with its Head Office situated in George, serves the people in the Southern Cape and Little Karoo. GRDM seeks to achieve the integrated, sustainable and equitable, social and economic development of its area as a whole by: ensuring integrated development planning; promoting bulk infrastructure development; building the capacity of local municipalities in its area to perform their functions and exercise their powers where such capacity is lacking; promoting the equitable distribution of resources between local municipalities in its area, to ensure appropriate levels of municipal services.

1 X GARDEN ROUTE SKILLS MECCA TECHNICIAN

GRDM invites unemployed youth currently residing within the Garden Route district municipal area to apply for opportunities to become Garden Route Skills Mecca Technicians.

Municipality	Town	Total Interns needed
Garden Route District Municipality	George	1

Requirements:

- NQF Level 5 Qualification in either Business, Economics, Finance, Human Resources, Management Assistant or Public Administration.
- Computer Literate with expertise in MS Office and Internet skills.
- The ability to interact and communicate in a professional manner.
- Preference will be given to people who have at least one (1) years' experience in coordinating programmes with unemployed learners within, and who demonstrate proficiency in Microsoft Excel; and
- Language proficiency in at least two of the three official languages of the Western Cape (Afrikaans and/or English and/or IsiXhosa).

Duties:

- Work with the Training and Development Unit in each Local Municipality and District Municipality to continuously identify employers and their skills development needs within the municipal area.
- Identify funding opportunities and develop proposals for such funding opportunities for the local municipality or district municipality for skills development or any other investment opportunity for the municipal areas.
- Compile, manage and present reports/ presentations at the local Municipal Skills INDABA on a quarterly basis and report on such quarterly INDABAs.
- Set up, administer and coordinate meetings, workshops and processes with relevant Stakeholders in support of the Skills Mecca processes within the local municipal area.
- Support the Garden Route Skills Mecca with recruitment, contracting, monitoring and management of learners on skills development programmes implemented at local-and district levels.
- Participate in mentoring and training processes as implemented by the District Municipality.

Note: Stipends will be provided and communicated on success of the application. Please note that no travelling expenses will be covered by GRDM, and applicants should therefore apply only for positions where they currently reside.

Please apply by completing your online profile on the **eRecruitment Portal here: <https://tinyurl.com/2twrps7h>**. Please upload or attach a copy of your Curriculum Vitae, a certified copy of your Identity Document, and relevant qualifications (Certified within the last 3 months).

For any enquiries, do not hesitate to contact Reginald Salmons on 044 803 1363 or Nolwando Sambokwe at 044 803 1345 during office hours (Monday to Thursday, 7:30 to 16:30 and Friday, 7:30 to 13:30).

Only short-listed candidates will be contacted. Should candidates not be contacted within two months after the closing date, they must consider their application as unsuccessful.

Closing date: 17 October 2025

Notice number: 108/2025