



### HUMAN RESOURCES INTERNSHIP

**OVERBERG DISTRICT MUNICIPALITY (1 X BREDASDORP)  
CAPE AGULHAS MUNICIPALITY (1 X BREDASDORP)  
OVERSTRAND MUNICIPALITY (1 X HERMANUS)  
TEEWATERSKLOOF MUNICIPALITY (1 X CALEDON)  
SWELLENDAM MUNICIPALITY (1 X SWELLENDAM)**

**STIPEND: R100 000 PER ANNUM (TOTAL COST TO COMPANY)  
1-YEAR FIXED TERM CONTRACT**

#### **Requirements:**

A relevant 3-year tertiary qualification, preferably a National Diploma or Degree in Human Resources; Computer Literacy; Proficient communication and written skills in at least 2 of 3 official languages of the Western Cape. Physical fit; A Valid Code B driver's licence and speaking all 3 official languages will be an added advantage. The applicants must be between the age of 21 and 35; Must be a resident of the area were you applying from.

**Internship overview:** To provide young graduates with local government experience in all aspects of the functions of the Human Resources Division. High level of responsibility, attention to detail and the ability to work under pressure. The applicant must at least have an understanding of organisational structure, and at least 1 year working experience within Human Resources environment.

**Please submit your application preferably hand delivered for the attention Human Resources Department and drop it at the Municipality that you are applying at.**

Overberg District Municipality	Zoe Feni Amber Newman	<a href="mailto:zfeni@odm.org.za">zfeni@odm.org.za</a> <a href="mailto:anewman@odm.org.za">anewman@odm.org.za</a>	No.26 Long Street Bredasdorp 7280	028-4251157
Theewaterskloof Municipality	Lefela Sheane	<a href="mailto:lefelash@twk.gov.za">lefelash@twk.gov.za</a>	No.10 Kerk Street Caledon 7230	028-2143300
Swellendam Municipality	Beryl Windvogel	<a href="mailto:beryl@swellendam.gov.za">beryl@swellendam.gov.za</a>	No.6 Rhenius Street Swellendam 6740	028-5147427
Overstrand Municipality	Karen van der Merwe	<a href="mailto:kvdmerwe@overstrand.gov.za">kvdmerwe@overstrand.gov.za</a>	No.4 Harmony Road Northcliff Hermanus 7200	028-313-8113
Cape Agulhas Municipality	Lauren May	<a href="mailto:LaurenM@capeagulhas.gov.za">LaurenM@capeagulhas.gov.za</a>	No.2 Van Riebeeck Street Bredasdorp 7280	028-425 5500

**Stipend: R100 000 per annum (total cost to company)**

**Closing date: 21 February 2025**

Applications forms are available on the Municipality's websites.

**Please note: It is preferred that applications be hand delivered**

**Please note:**

1. Overberg District is committed to Equal Opportunity. Candidates from designated groups, including those with disabilities, are encouraged to apply.
2. Overberg District complies with the Protection of Personal Information Act (POPIA), Act 4 of 2013. Applicants agree that their personal information may be recorded and processed by the Municipality.
3. If no notification is received within 90 days, please regard your application as unsuccessful. The right not to make an appointment or to re-advertise is reserved by council.