

**NOTICE NO: 02/2022/2023**

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**UMZIMVUBU**  
LOCAL MUNICIPALITY

**VACANT POSITIONS**

**NOTICE NO: 02/2022/2023**

Umzimvubu Local Municipality with its mission to properly plan and deliver quality and sustainable services to improve the socio –economic status within the broader Umzimvubu community hereby invites applications from committed self-driven individuals who want to accelerate their careers in the fields mentioned herein through rendering services of high quality and exceptional intelligent in order for it to maintain its vision of moving to limitless possibilities.

**DIRECTORATE: SPECIAL PROGRAMMES AND COMMUNICATION**

**INTERN: COMMUNICATIONS & MARKETING  
ONE (01) YEAR FIXED TERM CONTRACT  
STIPEND: R 45 783, 84 PER ANNUM**

**MINIMUM REQUIREMENTS:-** Grade 12 • Three (03) year Degree/ National Diploma Journalism, Public Relations, Marketing, Communication or equivalent qualification • No experience required • Good writing skills & knowledge of development communication • Ability to work in a diverse environment and willing to work extended hours • Ability to write Articles in IsiXhosa will be an added advantage.

**KEY PERFORMANCE AREAS:-** Assist with developing, writing and distributing approved press release • Assist with the organising of executive photos, photo opportunities and events • Assist with building and maintaining relationships with both local and national media • Assist with development, writing editing and distribution of the municipal publications • Assist with the distribution of content on of all municipal social media platforms.

*All applications with Curriculum Vitae, certified copies of educational certificates not older than three months together with a covering letter should be forwarded to: The Corporate Services Department, Umzimvubu Local Municipality, Private Bag x 9020, MOUNT FRERE (KwaBhaca), 5090 or hand delivered at Erf 813 Main Street, Mount Frere, 5090 or 67 Church Street, Mount Ayliff (EmaXesibeni), 4735*

*Applications for internship must be accompanied by proof of residence obtained from ward Councillor.*



*People with disability are encouraged to apply*

**NB: No faxed or emailed applications will be accepted**

*Enquiries: Amanda Masentse (039) 255 8500/8562.*

**Closing date: 21 September 2022**

**Time: 16h00**

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*Canvassing support from Municipal Officials and Councillors is prohibited and any person found guilty thereof, will be disqualified with immediate effect. The Umzimvubu Local Municipality is committed to achievement and maintenance of employment equity and diversity especially in respect of race, gender and disability. The Municipality reserves the right to approve or decline the appointment.*

  
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MR. G.P.T. NOTA  
MUNICIPAL MANAGER

  
\_\_\_\_\_  
DATE