



# FORT COX AGRICULTURE AND FORESTRY TRAINING INSTITUTE

Fort Cox Agriculture and Forestry Training Institute seeks to employ dynamic and qualified persons for the following programmes:

## INTERNSHIP PROGRAMME

### **Agriseta Funded Graduate Programme: Office Administration**

Ref Number: 05/03/2025

Stipend: As Per DPSA Provision

Period: 12 months

Requirements: Grade 12, National Diploma/Degree in Public Administration, Public Management, Office Administration and Office Management. Demonstrable Computer Skills are required.

### **Graduate Intern: Total Quality Assurance**

Ref Number: 06/03/2025

Stipend: As Per DPSA Provision

Period: 18 months

Requirements: Grade 12, National Diploma/Degree in Business Management/Administration, Public Administration and Total Quality Management. A demonstrable Computer Skills, basic knowledge of quality assurance principles and standards, good communication, analytic and problem-solving skills.

### **Further Important Information:**

Applicants are required to submit application letter and **quoting the Position or Ref Number you are applying for**, a detailed CV with at least two (2) contactable referees, certified copies of the required qualifications and a valid ID copy or Passport which should not be older than six (6) months. Failure to comply with the requirements will result in the application being disqualified. Candidates must be unemployed in position of an appropriate post school qualification and not have previously served as an intern in the Public Service. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). **Applications received after the closing date and faxed will not be considered.**

**NB: Preference will be given to applicants from the Amahlathi and Raymond Mhlaba Municipality.**

Applications must be submitted in the following ways:

**Hand delivery or email to [HRecruitment@fortcox.ac.za](mailto:HRecruitment@fortcox.ac.za)**

**HR Practitioner: Miss T. Gomba on 040 653 8033/2/4/5.**

Fort Cox Agriculture and Forestry Training Institute, Main Administration Building, Cwaru Road, Middledrift.

Should you not receive any response within 30 days of the closing date, please accept that your application was unsuccessful. Communication will be done only to shortlisted candidates.

**Closing Date: 31 March 2025**