



**LAINGSBURG MUNICIPALITY**  
**EXTERNAL VACANCY**  
**LAINGSBURG AREA**  
**NOTICE NUMBER 47/2026**

**HUMAN RESOURCES INTERN X1**  
**DEPARTMENT: OFFICE OF THE MUNICIPAL MANAGER**  
**DIVISION: CORPORATE SERVICES**  
**STIPEND: R100 000 per annum (total cost to company)**  
**1-YEAR FIXED TERM CONTRACT**

**MINIMUM REQUIREMENTS**

- Degree/ National Diploma in Human Resources related field.
- Certified copy (not older than 3 months) of academic record with results sheet must accompany the application.
- Proficient communication and written skills in at least 2 of the 3 official languages of the Western cape
- Computer Literacy
- The candidate must be between the ages of 21 and 35
- Must be a resident of the Laingsburg Area

**INTERNSHIP OVERVIEW**

- To provide young graduates with local government experience in all aspects of the functions of the Human Resources Section

**CLOSING DATE: 05 JUNE 2026**

Please note: By applying for this position, the candidate consents to verification checks of qualifications and criminal records. Originally completed applications, accompanied by originally-certified true copies of qualification certificates as well as required driver's licences. Professional Driver's Permits and registration certificates from professional bodies, where applicable. Receipt of applications will not be acknowledged and no supporting documents will be returned, No copies of certified copies will be accepted. No emailed or faxed applications will be considered.

Canvassing with councillors or any other decision-maker/member of the Selection Committee, is not permitted and proof thereof will result in disqualification of your application.

Laingsburg Municipality is an Equal Opportunity Employer. Candidates from the designated groups, including those with disabilities are encouraged to apply. The requirements of the Employment Equity Act will be considered as part of the selection criteria/process. If you do not hear from us within 3 (Three) months of the closing date, please regard your application as unsuccessful. The Council reserves the right not to make an appointment and to add/amend/change the salary package.

Submit your application on the Laingsburg Municipal application form (available at the office/municipal website) clearly stating for which post you apply for together with detailed CV and certified copies of qualification for the attention of The Municipal Manager, Private Bag X4, Laingsburg, 6900 or hand deliver applications at Laingsburg Municipality Offices at 2 Van Riebeeck Street, Laingsburg, at Department Corporate Services on or before the closing date.

Administrative enquiries should be forwarded to Human Resources, Ms Noeline Gouws at (023) 5511 019

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**JAFTA BOOYSEN**  
**MUNICIPAL MANAGER**

20 May 2026

**Municipal Offices**  
**Private Bag X4**  
**LAINGSBURG**  
**Tel: 023 5511 019**