



## **NEWCASTLE MUNICIPALITY HR DATABASE REGISTRATION FOR 2023**

To all Newcastle community members seeking registration as an unemployed resident on the Human Resources database for 2023 financial year.

All unemployed residents below the age of 65 are herewith invited to register as job seekers for fixed-term employment.

The purpose of this database is to give all unemployed Newcastle residents an equal opportunity to submit their curriculum vitae to create database for selection process. Applications must include all educational certificates also, applicants must have an understanding of basic written words and numbers recognition.

Candidates who wish to be considered must have one of the following qualifications :-

- Grade 9
- Certificates relevant to Local Government
- Diploma
- Degree

The Human Resources database will be used as and when there is a specific task or project to be completed within a fixed period as outlined on the Council Employment Practice Policy (Fixed Term Contract Employees) clause 6.1.5. It is envisaged however, that this database will contribute towards efficient administration and fair sourcing of contract employees.

### **INSTRUCTIONS**

- Detailed CV's can be placed in the box with the Security : Rates Hall, Tower Block, 1<sup>st</sup> Floor, Murchison Street, Private Bag x6621, Newcastle, 2940. For full details on this advert please go to [www.newcastle.gov.za](http://www.newcastle.gov.za).
- CV's should specify for registration on the HR database for 2023 financial year.
- Attach proof of residence.
- For further information you may contact the Strategic Executive Director: DR. Dumisani (PD) Thabethe on 034 328 7910.

**NB: ALL UNEMPLOYED YOUTH AND PEOPLE WITH DISABILITIES ARE ENCOURAGED TO REGISTER.**

**CLOSING DATE : 24 FEBRUARY 2023**