



KWAZULU-NATAL
PROVINCIAL GOVERNMENT
ISIFUNDAZWE SAKWAZULU-NATALI



Scarce Skills Career Guide



The Public Service, Your Career Of Choice

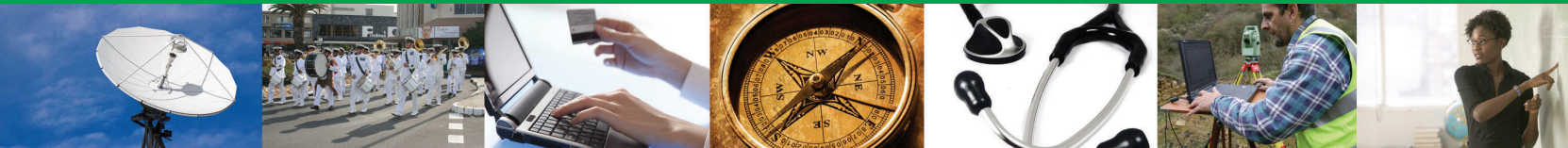


Table of Content

- List of abbreviationsPage 2
- Introduction.....Page 3

- Overview of the KwaZulu-Natal Provincial Government ...Page 4
- Choosing your Career.....Page 5
- Pointers to help you choose your career.....Page 6
- Management.....Page 7
- Science, Agriculture and Engineering.....Page 9
- Health Sciences.....Page 13
- Information Technology.....Page 22
- Technical Skills.....Page 22
- Learning Programmes and Financial Assistance
within the Public ServicePage 24
- Institutions of Higher Learning.....Page 26
- Public FET Colleges.....Page 28
- Private Colleges.....Page 28
- Contact details for Provincial Departments..... Page 30
- References.....Page 31
- Notes.....Page 32

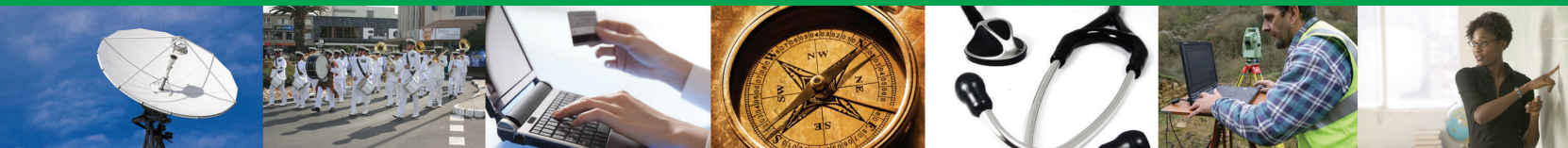




LIST OF ABBREVIATIONS

●	DEG	Degree
●	DIP	Diploma
●	ENGL	English
●	FET	Further Education and Training
●	LANG	Language
●	LO	Life Orientation
●	MATHS	Mathematics
●	MATHS LIT	Mathematics Literacy
●	MATRIC	Matriculation
●	NSC	National Senior Certificate
●	NSC DEG	National Senior Certificate meeting the requirements for Degree level
●	NSC DIP	National Senior Certificate meeting the requirements for Diploma level
●	PHYS SCI	Physical Science/s





INTRODUCTION

The public service, in particular, the KwaZulu-Natal Provincial Government is an organ of the state. It provides a number of critical services to the people of KwaZulu-Natal in order to create better lives for everyone. The youth of KwaZulu-Natal are its great asset and it is critical that their talents and potential are fully developed and utilised. To achieve the vision of the Province which is “A prosperous province with a healthy, secure and skilled population, acting as a gateway to Africa and the world”, the province requires highly skilled, professional people who are committed to serving the community at large. The development of youth is a priority for the Government of KwaZulu-Natal.

The Provincial Government is the largest employer in the province and within its fourteen departments it offers a variety of careers. It is important that youth at school, youth out of school and unemployed youth are aware of these careers and know how to access education opportunities to pursue them. The Provincial Government also faces the challenge of scarce skills in occupations that are critical for service delivery such as doctors, nurses and many others that are highlighted in this guide.

Choosing your career is a very important decision in your life. It is a decision that must be made thoughtfully and with as much information as possible. Choose your career with great care and start preparing for it as soon as possible. View your career as more than a job, it spans your lifetime and should be filled with opportunities for growth and development. It is envisaged that this guide would assist you in making “the Public Service, Your Career of Choice”.

THE PURPOSE OF THE GUIDE

The purpose of this guide is to provide you with information on careers in the KwaZulu-Natal Provincial Government, with a specific focus on those careers that are difficult to find, which are scarce and critical for service delivery. It also provides information on bursaries, learnerships, internships, apprenticeships and skills programmes available in the public service.

The career guide was developed in line with the aims of the National Skills Development Strategy III, (NSDS 3) in mind such as the following:

- To improve the skills development system so as to be more responsive to labour market needs and social equity requirements
- To improve the skills level of graduates of secondary and tertiary education
- To support economic growth and development through viable skills development

This guide was compiled specifically to accomplish the above aims and address scarce and critical skills shortage in KwaZulu-Natal public service.





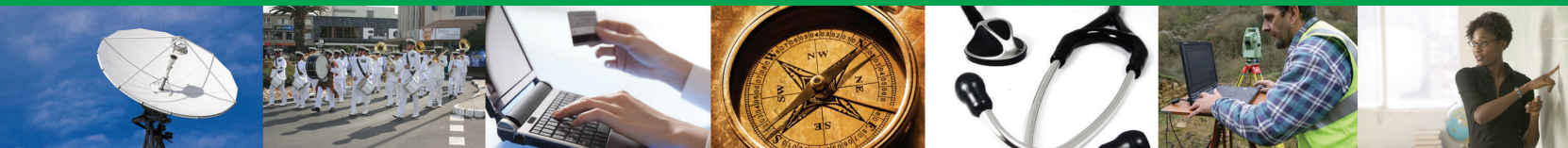
OVERVIEW OF THE KWAZULU-NATAL PROVINCIAL GOVERNMENT

There are 14 provincial government departments. Each department is led by a Head of Department. The Head of Department of the Office of the Premier is referred to as the Director General and in the Department of Education as the Superintendent General. The Director General in the Office of the Premier is the head of public administration in the province. The departments are:

- Agriculture, Rural Development and Environmental Affairs
- Arts and Culture
- Economic Development and Tourism
- Education
- Health
- Human Settlement
- Office of the Premier
- Provincial Treasury
- Community Safety & Liaison
- Social Development
- Sport & Recreation
- Cooperative Governance & Traditional Affairs
- Transport
- Public Works

The contact details for the departments can be found on page 30 of this guide.





CHOOSING YOUR CAREER

What is a career?

The term career can be defined as major learnings and experiences that identify an individual's professional life, direction, abilities and achievement through jobs, roles and assignments. It is a process of development of the person along a path of learning experiences and jobs in one or more organisations. Developing your career is a lifelong series of activities that contribute to your success and sense of fulfillment.

The meaning of work

People search for meaning through their careers. Work provides more than an income, it provides people with a sense of purpose, challenges, self-fulfilment and opportunities to develop and grow in their self-expression. Thus, work can be seen as a means of making a living, following a calling, expressing one's values, finding self-actualisation, contributing to a life-style, and developing and implementing skills. Developing skills is a very important element of modern workplaces as it makes you highly employable.

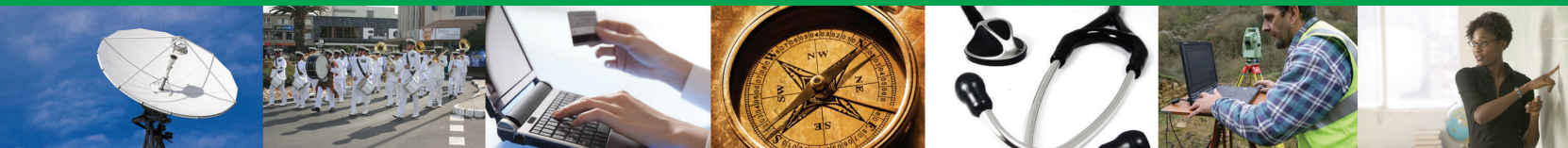
The world of work

The traditional world of work was characterised by job security, where people stayed in the same job or organisation for long periods of time. The world of work has changed. These changes are due to various socio-economic changes, globalisation, free trade, technological changes, diminishing resources, and downsizing. This has resulted in people becoming responsible for their career choices and an acceptance that careers may change over an individual's life, sometimes resulting in three or four careers.

Understanding this is important for your career choice. It means that you must be proactive in your career choice and in acquiring skills and information that will assist you to manage your career. Whilst the world of work continues to change, you will have to manage your own career. Manage your career over your life time, develop your skills and keep them relevant to the changes in the labour market.

"You know you are on the road to success if you would do your job and not be paid for it." **Oprah Winfrey**





POINTERS TO HELP YOU CHOOSE YOUR CAREER

- **Take control** - Start your career planning by increasing your self-knowledge and getting to know yourself. Think about who you are and what you want in life. Don't let your career be decided by accident. Be responsible for your choices and decisions.
- **Identify your skills, abilities, interests and values.** Information about yourself helps you to identify your strengths and weaknesses.
Discover your passion. Identify those things that you love doing, that interest you and bring you joy.
- **Be visionary and dare to dream.** Have a long term vision for your career and take active steps to pursue it. If you give yourself a vision, it will guide and provide a focus point for you to guide and direct your entire career.
- **Keep track of the changes in the world of work.** Take note of the broader labour market trends, as well as changes and requirements of organisations.

Develop a **SMART** plan.

- S = Specific:** Decide what it is you want specifically. Be as detailed as possible.
- M = Measurable:** Identify what will show you that you have succeeded. This can be things like financial security or personal fulfillment
- A = Achievable:** What actions will you take to achieve your goals.
- R = Realistic:** What makes these goals possible
- T = Time:** What time frames will you attach to your career goals.

"To find a career to which you are adapted by nature, and then to work hard at it, is about as near to a formula for success and happiness as the world provides. One of the fortunate aspects of this formula is that, granted the right career has been found, the hard work takes care of itself. Then hard work is not hard work at all."

Mark Sullivan



Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Economist	Economists analyse economic information and make forecasts to governments and businesses on issues such as taxation levels, wages and prices, employment and unemployment, imports and exports, and interest and exchange rates. In addition they monitor social and political trends and their impact on the economy.	Matric (Maths and English)	University and University of Technology	Economic Development Treasury
Accountant	An accountant systematically records, reports, and analyses the financial transactions of a business. Accountants in government provide financial reporting services according to government policy and procedures. Duties could vary, but, in general, they design and administer accounting and information systems and prepare financial statements	Maths Level 3	University and University of Technology	All Government Departments
Internal Auditor	Auditors in government verify the accuracy of government's internal records and check for mismanagement, waste or fraud. They make sure that financial statements are accurate, analyse samples of work done for government by subcontractors and interview staff about the way they go about their work.	NSC Deg with Maths 5 and Engl and LO 4	University and University of Technology	All Government Departments

MANAGEMENT



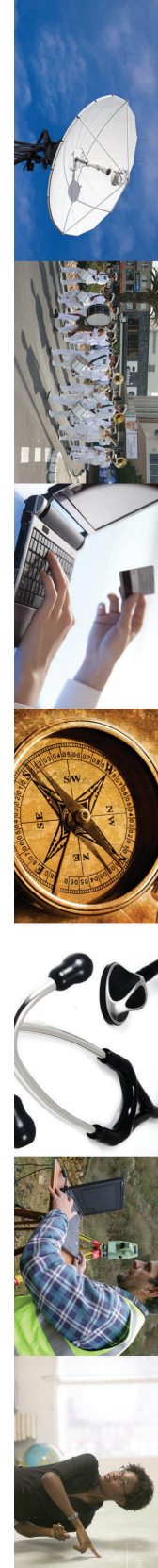
Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Project Manager	A project manager is an individual who is responsible for the planning, organization, resource management, and discipline pertaining to the successful completion of a specific project or objective. Project Managers can work in all fields and disciplines.	NscDeg with Engl 5 and Maths 4	University and University of Technology	All Government Departments
Organisation and Methods Analyst	Analyses and evaluates current systems and structures; discusses current systems with staff and observes systems at all levels of organisation. An organisation and methods analyst directs clients towards more efficient organisation and develops solutions to organisational problems.	NSC Deg with Engl and LO and Maths 4 and Info Tech or Life Sci or Physic Sci 4	University and University of Technology	All Government Departments
Financial Manager	Finance managers prepare reports for management, summarising government's income, expenses, capital usage and cash flows, and assist with the preparation of strategic plans, budgets and financial forecasts. They also develop accounting and management policies according to government systems and procedures	NscDeg with Engl 5 and Maths 4	University and University of Technology	All Government Departments

MANAGEMENT (Cont...)



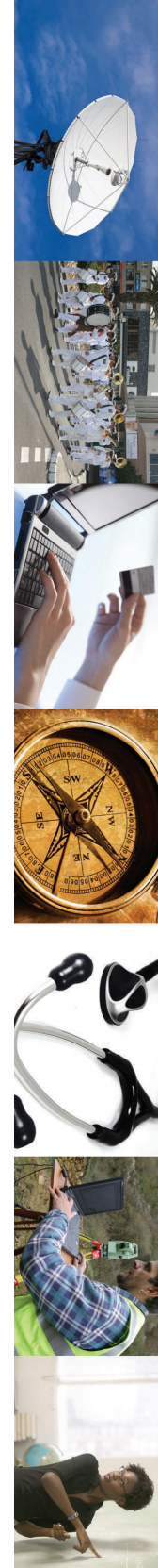
Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Civil Engineer	Civil engineers design and supervise the construction of roads, buildings, airports, tunnels, dams, bridges and water supply and sewage systems	Maths level 6, life Science level 6 and English level 4	University and University of Technology	Departments of Agriculture, and Environmental Affairs, Public Works, Human Settlements and Transport
Civil Engineering Technician	Technicians in this field provide technical support to civil engineers. They assist in the research, design, construction, operation and maintenance of projects such as roads, airports, railways, buildings, bridges, dams and drainage systems	NSC Dip with Engl and Maths and Physic Sci 4	University and University of Technology	Department of Public Works and Human settlements and Transport
Mechanical Engineer	Mechanical engineers are concerned with the principles of force, energy and motion. Mechanical engineers research, develop, design, manufacture and test tools, engines, machines and other mechanical devices. They work on power-producing machines such as electric generators, internal combustion engines and steam and gas turbines and also design tools that other engineers need for their work. Mechanical engineering is one of the broadest engineering disciplines and mechanical engineers may work in production operations in manufacturing or agriculture, maintenance or technical sales.	Maths level 6 Physics Level 5	University and University of Technology	Department of Public Works, Human settlements and Transport

SCIENCE, AGRICULTURE AND ENGINEERING



Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Mechanical Engineering Technician	Mechanical engineering technicians help engineers design, develop, test and manufacture industrial machinery, consumer products and other equipment.	4NC(V) with Engl and LO and Maths and Physic Sci 4	University and University of Technology	Department of Public Works, Human Settlements and Transport
Agricultural Engineer	Agricultural engineers study and advise on the use of engineering science and technology in agricultural production and management of natural resources. They apply their engineering knowledge and skills to solve problems relating to such things as sustainable agricultural production, the environmental impacts of intensive agriculture and post-harvesting handling of agricultural products	NSC Deg with Maths and Physic Sci 6 and Engl and LO 4	University and University of Technology	Department of Agriculture, Rural Development and Environmental Affairs
Electrical Engineer	This is a field of engineering that generally deals with the study and application of electricity, electronics and electromagnetism. Electrical engineers help design, develop, test and supervise the manufacture of electrical equipment. Some of this equipment includes electric motors, machinery controls, lighting and wiring in buildings, automobiles, aircraft, radar and navigation systems and power-generating, controlling and transmission devices used by electrical utilities.	NSC Dip with Home Lang 4 and Engl and Maths and Physic Sci 3	University and University of Technology	Department of Public Works and Human Settlements

SCIENCE, AGRICULTURE AND ENGINEERING (Cont...)



Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Agricultural Scientist	An agricultural scientist is also referred to as an agrologist. They provide guidance and conduct research on commercial plants, animals and cultivation techniques to improve the productivity and sustainability of farms and agricultural industries. In government they may develop and distribute information and advice to the public, producers, farmers and other stakeholders, manage and coordinate government programmes and make recommendations regarding agricultural and resource use policies and accts as liaisons between government personnel, business managers, environmental groups, educators and others	NSC Deg with Engl and LO and Maths 4 and AgricSci or Life Scior Physic Sci 4	University and University of Technology	Department of Agriculture, Rural Development and Environmental Affairs
Veterinarian Technician	Veterinary technologists and technicians perform medical tests under the supervision of a licensed veterinarian to treat or to help veterinarians diagnose the illnesses and injuries of animals.	Maths level 6,life Science level 6 and English level 4	University of Pretoria	Department of Agriculture, Rural Development and Environmental Affairs
Live Stock Inspector	This is field inspection work enforcing the laws and regulations for the movement, sale, sanitary and health conditions of livestock, and the eradication of quarantinable diseases.	NSC Deg with Engl and LO and Maths 4 and AgricSci or Life Sci or Physic Sci 4	University and University of Technology	Department of Agriculture, Rural Development and Environmental Affairs

SCIENCE, AGRICULTURE AND ENGINEERING (Cont...)



Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Architect	Architects are professionals trained in the planning, design and oversight/supervision of the construction of buildings	NSC Dip with Engl and Maths and one 20 credit subject (excllang) 3	University and University of Technology	Department of Human Settlements and Public Works
Earth and Soil Scientist	The Soil and Earth Scientist studies soil as a major natural resource on the earth's surface and includes studies and research into soil formation, soil classification and soil mapping. They conduct research and advise on the physical, chemical, biological, and fertility properties of soils; and the use and management of soils based on a better understanding of these properties. They can provide advice regarding the development of regulatory standards for land reclamation and soil conservation	NSC Deg with Engl and LO and Maths 3 and Life Sci or Physic Sci 4	University and University of Technology	Department of Human Settlements and Public Works, Department of Agriculture, Rural Development and Environmental Affairs
Geographer	A geographer is a scholar whose area of study is geography, the study of Earth's natural environment and human society. Geographers study the details of the natural environment or the human society, also the reciprocal relationship between these two.	NSC Deg with Engl and LO and Maths 4 and Life Sci or Physic Sci 4	University and University of Technology	Department of Human Settlements and Public Works, Department of Agriculture, Rural Development and Environmental Affairs

SCIENCE, AGRICULTURE AND ENGINEERING (Cont...)



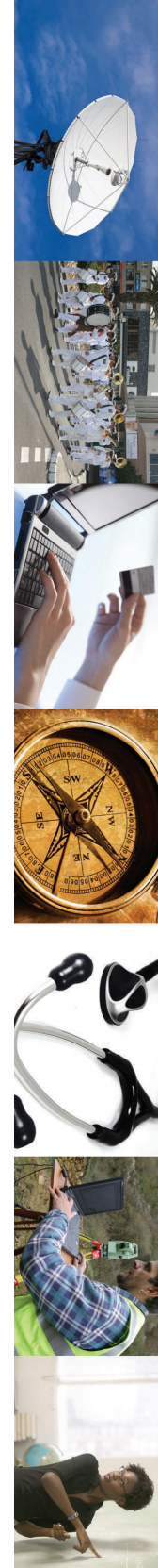
Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Quantity Surveyor	A quantity surveyor (QS) is a professional working within the construction industry concerned with building costs. Quantity surveyors prepare cost estimates and plans, audit projects, manage construction costs and administer construction contracts for all levels and types of construction	NSC Dip with Engl and Maths and Physic Sci 4	University and University of Technology	Department of Human Settlements and Public Works
Physician/Medical Doctor	A physician/medical doctor is a health care provider who practices the profession of medicine, which is concerned with promoting, maintaining or restoring human health through the study, diagnosis, and treatment of disease, injury, and other physical and mental impairments. They may focus their practice on certain disease categories, types of patients, or methods of treatment - known as specialist medical practitioners - or assume responsibility for the provision of continuing and comprehensive medical care to individuals, families, and communities - known as general practitioners	NSC Deg with Engl and Life Sci and LO and Maths and Physic Sci 4	University	Department of Health
Clinical Oncologist	An oncologist is a doctor who specializes in treating people with cancer. In most situations, a clinical oncologist manages the care and treatment once a person is diagnosed with cancer.	Maths and Physical Science 4	University	Department of Health

HEALTH SCIENCE



Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Medical Orthotist or Prosthetist	Orthotists/Prosthetists are responsible for the design, manufacturing and fit of artificial limbs to people with amputations or orthoses (supportive devices), as well as to those with muscular and skeletal disabilities to enable maximum functioning and support	NSC Deg with Maths and Physic Sci 6 and Engl and LO 4	University and University of Technology	Department of Health
Dental Therapist	A dental therapist receives specialised training in treating the teeth of children and adults, performing local anaesthesia, restorations, cleaning and the taking of radiographs	NSC Deg with Engl and LO 4 and Life Sci and Maths/ Maths Lit 3	University and University of Technology	Department of Health
Dentist	Denstists diagnose and treat dental diseases, injuries and abnormalities of teeth, gums and mouth, undertake preventive procedures, conduct surgery and perform other specialist techniques	NSC Deg with Engl and LO 4 and Life Sci and Maths/Maths Lit 3	University	Department of Health
Registered Nurse	A nurse is a highly skilled health care professional who combines the art of caring with scientific knowledge and skills developed through their education and career.	Maths level 3 and English or LO level 4	University and University of Technology or Nursing College	Department of Health

HEALTH SCIENCE (Cont...)



Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Registered Nurse (Child and Family Health)	Provides nursing care to children from birth to school age, and their families, with an emphasis on the prevention, early detection and early intervention	NSC Deg with Engl and LO 4 and Maths/Maths Lit 3	University and University of Technology or Nursing College	Department of Health
Registered Nurse (Community Health)	Provides nursing care, health counselling, screening and education to individuals, families and groups in the wider community.	NSC Deg with Engl and LO 4 and Maths/Maths Lit 3	University and University of Technology or Nursing College	Department of Health
Registered Nurse (Critical Care and Emergency)	Provides nursing care to critically ill patients and patients with unstable health following injury, surgery or during the acute phase of diseases.	NSC Deg with Engl and LO 4 and Maths/Maths Lit 3	University and University of Technology or Nursing College	Department of Health
Registered Nurse (Disability and Rehabilitation)	Provides nursing care to patients recovering from injury and illness, and assists and facilitates patients with disabilities to live more independently.	NSC Deg with Engl and LO 4 and Maths/Maths Lit 3	University and University of Technology or Nursing College	Department of Health
Registered Nurse (Mental Health)	Psychiatric mental health registered nurses work with individuals, families, groups, and communities, assessing their mental health needs.	NSC Deg with Engl and LO 4 and Maths/Maths Lit 3	University and University of Technology or Nursing College	Department of Health

HEALTH SCIENCE (Cont...)



Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Registered Nurse (Perioperative)	Perioperative registered nurses provide surgical patient care by assessing, planning, and implementing the nursing care patients receive before, during and after surgery.	NSC Deg with Engl and LO 4 and Maths/Maths Lit 3	University and University of Technology or Nursing College	Department of Health
Clinical Psychologists	A clinical psychologist is trained in the assessment, diagnosis and treatment of mental illness and psychological problems	NSC Deg with Engl and LO 4 and Maths Lit 3 or Matric Exemption with Engl 'D' HG and Biol or Physic Sci 'D' HG	University and University of Technology	Department of Health
Emergency Medicine Specialist	Emergency medicine is a medical specialty in which physicians care for patients with acute illnesses or injuries which require immediate medical attention.	NSC Deg with Engl and Maths 4 and Life Sci or Physic Sci 4	University and University of Technology	Department of Health
Hospital Pharmacist	Pharmacists in the government health sector are responsible for the control, dispensing and distribution of medicine in public hospitals and clinics. In addition to dispensing medicines they also dispense surgical material and instruments.	NSC Deg with Engl and Life Sci and LO and Maths and Physic Sci 4	University and University of Technology	Department of Health

HEALTH SCIENCE (Cont...)





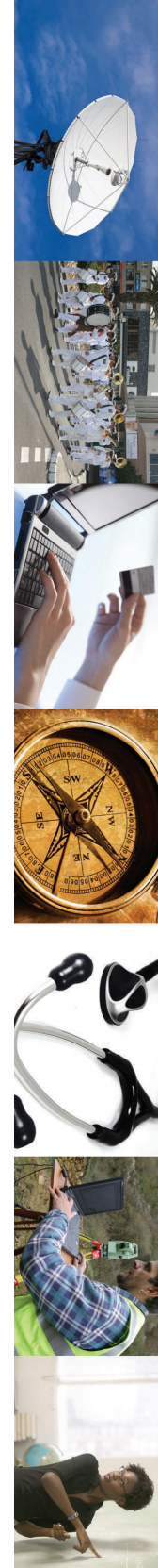
HEALTH SCIENCE (Cont...)

Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Medical Diagnostic Radiographer	Radiography is the use of ionizing electromagnetic radiation such as X-rays to view objects. A radiographer uses X-rays and other imaging equipment to take X-ray photos and other images of the body's internal structures which are used in the diagnosis and management of disease or injury	NSC Dip with Engl and LO and Life Sci and Maths and Physic Sci 4	University and University of Technology	Department of Health
Midwife	Midwifery is a health care profession in which providers offer care to childbearing women during pregnancy, labour and birth, and during the postpartum period	NSC Deg with Engl and LO 4 and Maths/Maths Lit 3	University and University of Technology or Nursing College	Department of Health
Occupational Therapist	An occupational therapist (OT) helps people whose capabilities have been impaired by physical or mental illness or injury, emotional or developmental problems, or because of old age, in order to improve their ability to function in everyday life.	NSC Deg with Engl and LO 4 and Maths 3 and Life Sci or Physic Sci 3	University and University of Technology	Department of Health



Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Optometrist	Optometrists examine patients' eyes, perform vision tests, diagnose diseases and disorders of the eye and associated structures, prescribe and dispense spectacles and contact lenses, prescribe therapeutic drugs and recommend appropriate treatments focussing on eye care.	NSC Deg with Engl and LO and Maths 4 and Life Sci or Physic Sci 4	University and University of Technology	Department of Health
Physiotherapist	A physiotherapist assesses, treats and prevents disorders in human movement caused by injury and disease. They use their hands, mechanical and electrical equipment as well as heat and cold to ease pain, reduce swelling and improve range of movement. In public health they can also plan and implement community fitness programmes	NSC Deg with Engl, Life Sci and LO and Maths and Physic Sci 4	University	Department of Health
Radiologist	Radiology is a medical specialty that employs the use of imaging to both diagnose and treat disease visualised within the human body. Radiologists use an array of imaging technologies (such as x-ray radiography, ultrasound, computed tomography (CT), nuclear medicine, positron emission tomography (PET) and magnetic resonance imaging (MRI) to diagnose diseases	NSC Dip with Engl and LO and Life Sci and Maths and Physic Sci 4	University	Department of Health

HEALTH SCIENCE (Cont...)



Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Ambulance & Emergency Care Worker (Paramedic)	Ambulance and emergency care workers (paramedics) provide prehospital emergency medical care as well as transportation for the sick or the injured. They also operate sophisticated equipment in advance life-support ambulances	NSC Dip with Engl and Maths/Maths Lit 3 and Life Sci or Physic Sci 3	University and University of Technology or Training college	Department of Health
Speech Pathologist	Speech and language pathology is concerned with issues surrounding human speech and language communication disorders. Speech pathologists prevent, assess, diagnose and provide treatment and counselling for speech, language, voice (eg. Stuttering), swallowing and articulation disorders. They help people ranging in age from infants to adults to restore or improve their ability to communicate or swallow properly	Matric Exemption with two of: Biol, Maths, Physic Sci 'E' HG/'D' SG	University	Department of Health
Archivist	Archivists select, acquire, maintain and provide access to original documents of ongoing value such as government records, corporate and municipal records and personal papers. They also plan and organise systems and procedures for the safekeeping of records and historically valuable documents.	NSC Deg with Engl HL 4/FAL 3 and LO 3	University and University of Technology	Department of Arts and Culture

HEALTH SCIENCE (Cont...)





HEALTH SCIENCE (Cont...)

Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Community Development Officer	A community development worker works collectively with a particular community or communities to bring about social change and improve quality of life.	NSC Deg with Engl and LO 4 and one of: Bus Stud	University and University of Technology	Department of Social Development
Conservation Officer	A conservation officer performs a type of law enforcement that protects the wildlife and the environment that they live in.	NSC Deg with Engl and LO and Maths 3 and Life Sci or Physic Sci 4	University and University of Technology	Department of Agriculture, Rural Development and Environmental Affairs, KZN Ezemvelo
Urban and Regional Planner	Urban planning (urban, city, and town planning) is a technical and political process concerned with the control of the use of land and design of the urban environment. It concerns itself with research and analysis, strategic thinking, urban design, public consultation, policy recommendations, implementation and management.	NSC Dip with Engl HL 4/FAL 5 and Maths 4	University and University of Technology	Economic Development Department of Cooperative Governance and Traditional Affairs



Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Social Worker	A social worker is a professional who works with people and helps them manage their daily lives. They assist people to deal with personal and social problems, e.g. poverty, sexual abuse or violence either directly or by planning or carrying out programmes that benefit groups or communities. Social workers work as administrators in social service settings, write grants for nonprofit agencies, advocate for social policy at various levels of government, and conduct research.	NSC Deg with Engl HL 4/FAL 3 and LO 3	University and University of Technology	Department of Social Development
Social Auxiliary Worker	Social auxiliary workers render a supporting service to social workers. They assist with promoting healthy relationships and community life in South Africa.	NSC Senior Cert and NSC Degwith Engl HL 4/FAL 3 and LO 3	University and University of Technology	Department of Social Development
Gallery or Museum Curator	Is a content specialist responsible for an institution's collections and involved with the interpretation of heritage material	NSC Deg with Engl and LO 4	University and University of Technology	Department of Arts and culture

HEALTH SCIENCE (Cont...)



INFORMATION TECHNOLOGY

Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
ICT Customer Support Officer	Provides support, education and guidance in the deployment and maintenance of computer infrastructure and the diagnosis and resolution of technical problems and issues.	NSC Deg with Maths 5 and Engl and LO 4 and AgricSci or Life Sci or Physic Sci 4	University and University of Technology	All Government Departments

TECHNICAL SKILLS

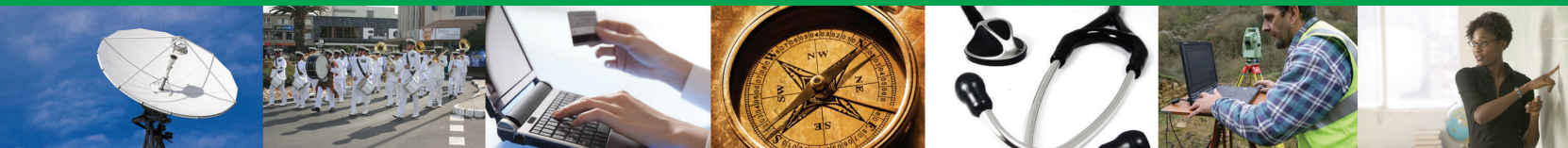
Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Bricklayer	A bricklayer or mason is a craftsman who lays bricks to construct brickwork. The term also refers to personnel who use blocks to construct blockwork walls and other forms of masonry	Grade 10	Further Education and Training (FET)	Department of Human Settlements and Public Works
Electrician (General)	An electrician specialises in installing, maintaining, repairing, testing and commissioning electrical and electronic equipment and systems for industrial, commercial and domestic purposes. Electricians may be employed in the installation of new electrical components or the maintenance and repair of existing electrical infrastructure.	NSC Dip with Engl and Maths and Physic Sci 4	Further Education and Training (FET)	Department of Human Settlements and Public Works

INFORMATION TECHNOLOGY/TECHNICAL SKILLS

Occupation	Definition	Requirements	Institution	Provincial Departments as potential employers
Plumber (General)	A plumber is a tradesperson who specializes in installing and maintaining systems used for potable (drinking) water, sewage, and drainage in plumbing systems.	Grade 10	Further Education and Training (FET)	All Government Departments
Fitter& Turner (General)	A fitter and turner manufactures, constructs, assembles and fits parts made from metal and other materials for machinery, vehicles and other equipment. The work of fitters can be divided into three main areas, namely, marking out work to be done, assembling and installing machines and maintaining and repairing the.	Grade 10	Further Education and Training (FET)	Department of Human Settlements, Public works and Transport
Carpenter	A carpenter is a craftsperson skilled in woodwork. There are several categories of carpentry, each involving a different skill set, so a carpenter might be adept at only one or several types of woodworking skills.	Grade 10	Further Education and Training (FET)	Department of Human Settlements and Public Works
Mechanic	A worker skilled in making, using or repairing machines, vehicles and tools.	Grade 10	Further Education and Training (FET)	Department of Human Settlements and Public Works

TECHNICAL SKILLS (Cont...)





LEARNING PROGRAMMES AND FINANCIAL ASSISTANCE WITHIN THE PUBLIC SERVICE

Bursaries

Most national and provincial government departments offer bursaries for their employees as well as the unemployed and high school learners who are about to enrol for relevant post-matric programmes at universities and colleges. The following departments in the KZN Provincial Administration: Public Works, Provincial Treasury, Human Settlements, Health, Co-Operative Governance and Traditional Affairs, Sports and Recreation, as well as Transport offer bursaries to learners wishing to enter tertiary education through the Office of the Premier bursary section. Recruitment is done via the Operation Sukuma Sakhe (OSS) District structures for out-of-school youth and the Department of Education for in-school youth. They offer bursaries based on their departments' critical and scarce skills.

The Office of the Premier also offers bursaries to students who are residents of KwaZulu-Natal and interested in pursuing a tertiary qualification in areas identified as critical and scarce skills. They must be already admitted or registered at any institution in the Province, but not private institutions. Students must be from previously disadvantaged backgrounds and from vulnerable groups.

Internships

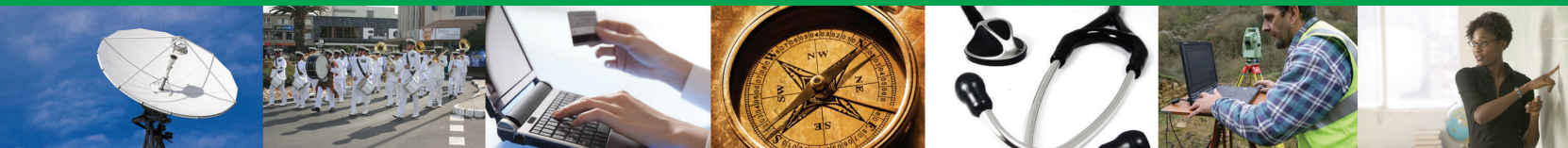
Internships provide young people with opportunities to gain meaningful practical experience in their field of study or in the profession for which they are preparing themselves.

Some of the internship opportunities offered in Public Service form part of the formal educational programmes of professionals - for example, most health professionals have to complete a formal internship before they can register as professionals. Other internship programmes are less formal and are aimed at attracting students and learners to the Public Service by offering them opportunities to acquire skills and work experience after completing their studies

Learnerships

A learnership is a learning programme that consists of a structured learning component, including practical work experience of a specific nature and duration, and leads to a qualification that is registered on the National Qualifications Framework (NQF). The implementation of a learnership is based on a learner agreement, signed by the learner, employer and an accredited training provider. A learnership is not a qualification, but a learning path towards achieving a nationally recognised qualification.





Skills Programmes

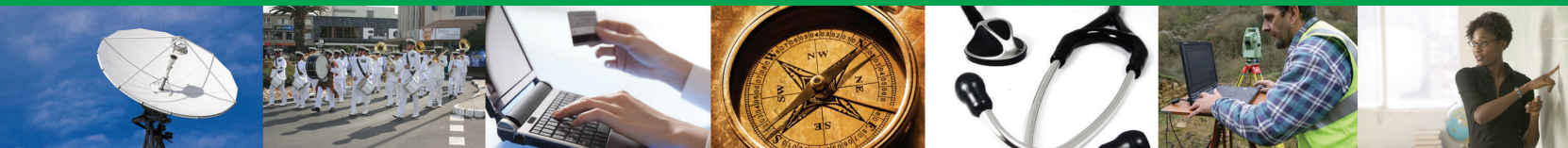
Skills programmes aim to provide a limited range of knowledge and skills to enable a person to perform a particular job. Skills Programmes are shorter training programmes that lead to achievements against unit standards that are registered by the South African Qualifications Authority (SAQA) on the National Qualifications Framework.

Unit standards are the building blocks of many of the occupational qualifications in South Africa. That means if a learner attends a skills programme and successfully completes the assessment, he or she gets formal recognition for the unit standard. If that unit

Apprenticeships

The apprenticeship system is a well-known technical training system that includes practical and theoretical training. Apprenticeships are offered in designated trades, and upon passing a trade test, the candidate will be recognised as an artisan. If you are unemployed, you may apply to a company that is offering an apprenticeship programme. If you are employed, you should consult with your employer as to the correct procedures to be followed so that you may pursue such training.





INSTITUTIONS OF HIGHER LEARNING

DURBAN UNIVERSITY OF TECHNOLOGY (DUT)

email: info@dut.ac.za
website: www.dut.ac.za

Brickfield Campus

96 Felix Dlamini (Brickfield) Road, Overport
PO Box 1334,
Durban, 4000

City Campus

Cnr Anton Lembede (Smith) Street, Julius
Nyerere Street (Warwick Avenue) and King
Dinuzulu (Berea) Road, Durban
PO Box 1334, Durban, 4000

Indumiso Campus

FJ Sithole Road, Imbali, Pietermaritzburg
Private Bag X9077,
Pietermaritzburg, 3200

ML Sultan Campus

41/45 ML Sultan (Centenary) Road, Durban
PO Box 1334, Durban,

Riverside Campus (Pietermaritzburg)

Aberfeldy Road, Scottsville, Pietermaritzburg
PO Box 101112, Scottsville, 3209

Admissions: Durban Campus

Share Call 086 010 3194
031 373 2000

UNIVERSITY OF KWAZULU-NATAL (UKZN)

website: www.ukzn.ac.za
Switchboard: 031 260 1111

Howard College Campus

King George V Avenue, Glenwood, Durban
University of KwaZulu-Natal,
Durban, 4041

Pietermaritzburg Campus

King Edward Avenue, Scottsville,
Pietermaritzburg
Private Bag X01, Scottsville, 3209

Westville Campus

University Road, Westville
Private Bag X54001,
Durban, 4000

Edgewood Campus

Cnr Richmond and Mariannhill Roads, Pinetown
Private Bag X03, Ashwood, 3605

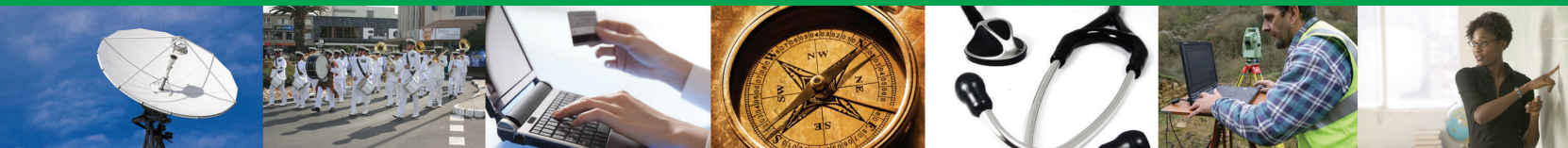
Medical School Campus

719 Umbilo Road, Durban, 4001
Private Bag 7, Congella, 4013

Steve Biko Campus,

70 Steve Biko (Mansfield) Road,
Durban,
PO Box 1334, Durban, 4000





INSTITUTIONS OF HIGHER LEARNING

UNIVERSITY OF ZULULAND (UniZulu)

email: admissions@pan.uzulu.ac.za
 website: www.unizulu.ac.za
 KwaDlangezwa
 Private Bag X1001, KwaDlangezwa, 3886

Richards Bay Campus

(035 902 6006 / 7018)

Admissions:

035 902 6790 / 6000

RichTek Campus

email: info.umfrc@feta.gov.za
 Private Bag X5023, Richards Bay, 3900
 7011

Eshowe Campus

035 474 2304 / 2306/ 035 474 2817

Esikhawini Campus

035 796 5568 / 5576/ 035 796 5530

MANGOSUTHU UNIVERSITY OF TECHNOLOGY (MUT)

email: info@mut.ac.za
 website: www.mut.ac.za
 Mangosuthu Highway, Umlazi, Durban
 PO Box 12363, Jacobs, 4026

Admissions:

031 907 7140 / 7180 / 7181

031 907 71823

031 716 6700 / 031 716 6777

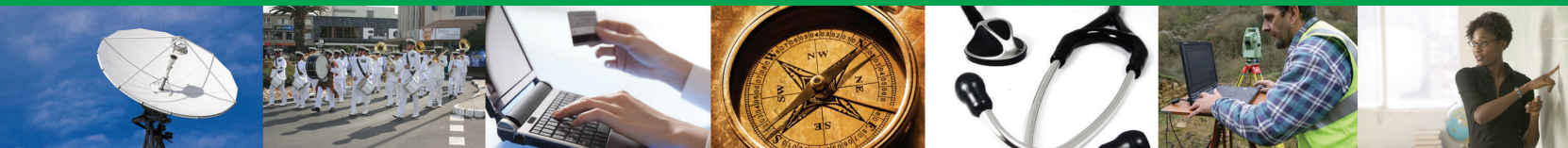
Inanda Campus

131 Street 108812, Inanda, 4309
 031 519 0933

KwaDabeka Campus

140 Khululeka Road, Clermont,
 3610
 Tel: 031 711 0313





PUBLIC FET COLLEGES

COASTAL KZN COLLEGE

P O BOX 1795, Amanzimtoti, 4126
Tel: 031 905 7000/1
Fax: 031 905 1399
E-mail: rector@coastalkzn.co.za
cao@coastalkzn.co.za

ELANGENI COLLEGE

Private Bag X 9032, Pinetown, 3600
Tel: 031 716 6700
Fax: 031 716 6777
E-mail: info.elangeni@feta.gov.za
Website: www.efet.co.za

ESAYIDI COLLEGE

P O Box 2364, Port Shepstone, 4240
Tel: 039 684 0110
Fax: 039 684 0280
E-mail: esayidirector@telkomsa.net
Website: www.esayidifet.co.za

MAJUBA COLLEGE

Private Bag X 6602, Newcastle, 2940
83 Allen Street, Newcastle, 2940
Tel: 034 326 4888
Fax: 034 326 4889
E-mail: singht.majcao@feta.gov.za
Website: www.majuba.edu.za

MNAMBITHI COLLEGE

Private Bag X 9903, Ladysmith, 3370
Tel: 036 638 3800
Fax: 036 631 4146
E-mail: info@mfet.co.za

MTHASHANA COLLEGE

Private Bag X9424, Vryheid, 3100
Tel: 034 980 1010
Fax: 034 980 1012
E-mail: mthashana@telkomsa.net

THEKWINI COLLEGE

Private Bag X06, Dormerton, 4015
Tel: 031 250 8400
Fax: 031 250 8414
E-mail: info.thekwini@feta.gov.za
Website: www.thekwinicollege.co.za

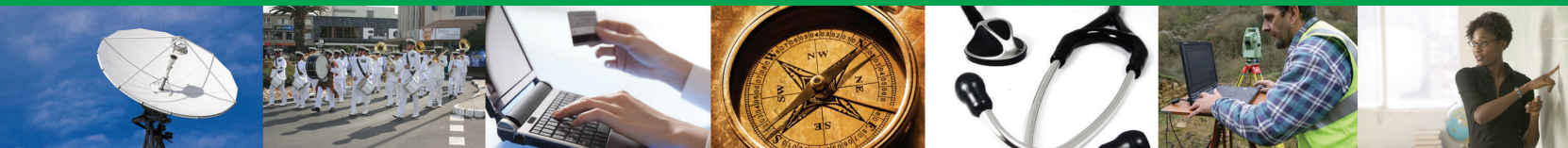
UNGUNGUNDLOVU COLLEGE

Private Bag X9060, Pietermaritzburg, 3201
Tel: 033 345 9827
Fax: 086 010 5790
E-mail: ngcobos.umgmsu@feta.gov.za
Website: www.ufetcollege.co.za

UMFOLOZI COLLEGE

Private Bag X5023, Richards Bay, 3900
58 Via Ricardia Road, Gate 1, Arboretum
Richards Bay, 3900
Tel: 035 902 9501
Fax: 035 789 2585
E-mail: info.umfcao@feta.gov.za
Website: www.umfolozicollege.co.za





PRIVATE COLLEGES

Berea Technical College

email: info@bereatech.co.za

website: www.bereatech.co.za

City Campus

539 Anton Lembede (Smith) Street,
Durban,
4001

Phoenix Campus

20 Featherstone Place, Whetstone, 4051
031 500 6434

Ritson Campus

36 Ritson Road, Durban, 4001
031 304 5207 031 304 2062

CTU Training Solutions

email: kzn@ctutrainning.co.za

website: www.ctutrainning.co.za

281 Florida Road, Durban, 4001
031 313 9364
086 516 2881

Pinetown Campus

38 Bamboo Lane, Pinetown, 3610
031 702 3260

Qadi Campus

Zulu Reserve Road, Botha's Hill, 3610
031 777 1742

Durban Central Technical College

email: info@dctc.co.za

website: www.dctc.co.za

35 Joe Slovo (Field) Street, Durban, 4001
031 307 4008
031 301 7224

HTC (Hatfield TUITION COLLEGE)

email: corne@htccollege.co.za

website: www.htccollege.co.za

331 Dr PixleyKaSeme (West) Street, 8th
Floor, West Towers, Durban, 4001
031 301 5008
086 243 2003

Bloemfontein Campus

051 430 4056

086 537 0452

Pretoria Campus

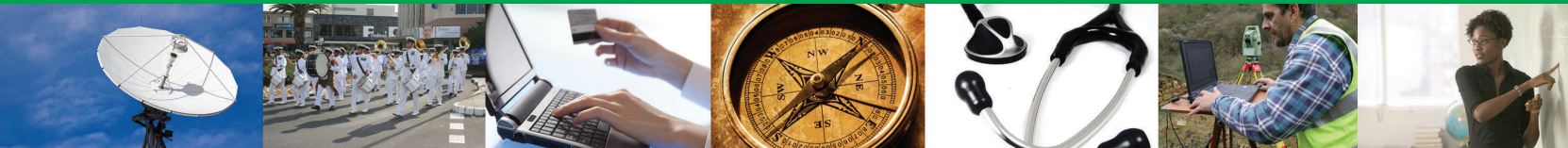
012 323 5665

071 294 5727

Johannesburg Campus

011 333 7205 / 7212





CONTACT DETAILS FOR PROVINCIAL DEPARTMENTS

Community Safety and Liaison
033 - 341 9326
www.kzncomsafety.gov.za

Education
033-392 1003
www.kzneducation.gov.za

Transport
033-355 8808
www.kzntransport.gov.za

Human Settlements
033 392 6425
www.kzndhs.gov.za

Economic Development and Tourism
033 264 2515/2806
www.kznded.gov.za

Public Works
033 - 355 5562
www.kznworks.gov.za

Provincial Treasury
033-897 4547
www.kzntreasury.gov.za

Health
033 395 2799
www.kznhealth.gov.za

Arts and Culture
033 264 3422/3400
www.kzndac.gov.za

Co-operative Governance and Traditional Affairs
033 395 2831/033345 6432
www.kzncogta.gov.za

Sport and Recreation
033 897 9452
www.kzndsr.gov.za

Office of the Premier
033 341 33000
www.kznonline .gov.za

Agriculture, Environmental Affairs and Rural Development
033 - 355 9266/9293
www.kzndae.gov.za

Social Development
033 254 5400/5435
www.kznsocdev.gov.za





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Websites

Online Central Applications Office.

Wikipedia. www.wikipedia.com

www.gov.za

www.kznonline.gov.za



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