



military veterans

Department:
Military Veterans
REPUBLIC OF SOUTH AFRICA

PRIVATE BAG X943 PRETORIA 0001; 328 FESTIVAL STREET HATFIELD PRETORIA 0083

INTERNSHIP PROGRAMME APPLICATION FORM 2017

WHAT IS THE PURPOSE OF THIS FORM?

To assist the Department of Military Veterans in selecting candidates for the Internship Programme. This form may be used to identify candidates to be interviewed. Since all applicants cannot be interviewed, you need to fill in this form in full and accurately. This will help to process your application fairly.

WHO SHOULD COMPLETE THIS FORM?

Only candidates wishing to apply for the Internship Programme must be between the ages of 18 and 35 years old.

ADDITIONAL DOCUMENTS REQUIRED

- Covering/Motivational letter.
- Certified copy of the applicant's South African ID and Qualifications.
- Full official academic records.

NOTES

- This document is not in any way an agreement or commitment
- The selection of learners is totally dependent on results obtained and the outcome of the selection process
- All applications to reach Department of Military Veterans before closing date.

NO LATE APPLICATIONS WILL BE ACCEPTED





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Reference Number of the Advertised Internship Placement as Indicated:

PART A: PERSONAL INFORMATION

Names & Surname:				
ID Number:				
Date of Birth:		Age:		
Gender:				
Race:	<i>African</i>	<i>White</i>	<i>Coloured</i>	<i>Indian</i>
Are you a dependant of a Military Veteran?	YES		NO	
If "YES" Indicate the Force Number				
Have you ever been convicted of a criminal offence or been dismissed from employment? (Mark with X)	YES		NO	

PART B : CONTACT DETAILS

Contact numbers:	Cell:		Home/Alternative:	
	Postal Address:			
Email address:		Post Code:		
Physical Address:				
Nearest Town/City:		Code:		





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PART C: EDUCATIONAL BACKGROUND

SECONDARY EDUCATION

Please provide copy of certified matric results

Name of School	Highest Grade obtained	Subject	Level (HG/SG)

TERTIARY EDUCATION

Please complete for each qualification obtained or currently busy with and attach academic record.

Start with the current studies or most recently completed qualification

Name of Institution	Year obtained	Qualification





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PART D: OTHER INFORMATION

MEMBERSHIP OF COMMUNITY OR PROFESSIONAL ORGANISATION

Association/Organisation	Position	Activities	Duration

WORK EXPERIENCE/VOLUNTEER WORK

Previous work experience (Starting with the most recent)

Company	Start Date	End Date	Position	Reason for leaving

COMPUTER LITERACY

Please indicate your current level of computer literacy

Level	Basic	Intermediate	Advanced
MS Word			
MS Excel			
MS PowerPoint			
MS Outlook			
Other (please specify)			

REFERENCES

Please provide three referees who can be contacted for reference

Name	Relation	Telephone number





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PART E: MOTIVATION

What kind of career are you looking for and what actions have you taken towards achieving this?

List the leadership positions you hold/have held (e.g. Projects you have worked on). What impact have you made in these?

What unique attributes do you have that sets you apart from others?

Provide examples on how you display these attributes in your day-to-day life?

How did you get to know about us? (E.g. Career Fair, University Presentation, Newspaper, Word of Mouth, Internet, etc.)

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PART F: DECLARATION

- I understand that all the information provided in my application may be followed-up and I authorise the Department of Military Veterans to contact any relevant person or institution for relevant references.
- I declare that the above information to my knowledge is true and correct and accept that if it were to be found that I withheld any information, the application will be cancelled immediately.
- I authorise any school / university / employer to provide the Department of Military Veterans with relevant information that may be useful in making a decision.

SIGNATURE OF APPLICANT

Date: _____

SIGNATURE OF PARENT/GUARDIAN (If applicant is a minor)

Date: _____

Postal and physical address for submission

All applications to reach Department of Military Veterans before closing date of the advertised internship positions.

Note: No late applications will be accepted

Postal Address	Physical Address
Department of Military Veterans Directorate: Human Resource Management Private Bag X943 Pretoria 0001	Department of Military Veterans Directorate: Human Resource Management 328 Festival Street Hatfield Pretoria

Kindly note that this form can be downloaded from the Department of Military Veterans website:

www.dmv.gov.za

