

INTERNAL/ EXTERNAL ADVERTISEMENT

Trade & Investment KwaZulu-Natal (TIKZN) is a South African trade and investment promotion provincial public entity established in terms of the KwaZulu-Natal Trade and Investment Agency Act, No. 05 of 2010. This position will be based at **Head Office in Durban.**

Position: Internship
Business Unit: Export Development & Promotion
Ref No. INT/02/2024

Competencies and Qualifications: Grade 12. National Diploma/ Bachelor's Degree in Business Administration/ Commerce/ Industrial Engineering/ International Trade. The candidate must have good verbal and written communication skills. Good telephone etiquette. Must be computer literate at an intermediate level.

Key Performance Areas (Among others)

1. Administrative support for the KZN Export Information portal.
2. Facilitation of exhibitions and exhibitions.
3. Support the co-ordination of Export development and awareness sessions.
4. Facilitate various mentorship programmes (e.g PUM,SES,SIPPO).
5. Enquiry management and referral processes.

Closing date: 01 November 2024 @ 00h00.

Applications can be submitted to vacancies@tikzn.co.za

TIKZN subscribes to the principles of employment equity in its recruitment processes.

Prospective employees will be subjected to competency assessments and security vetting as part of the selection process.

NB: Applicants who have not received any correspondence from us within three (3) months of the closing date can consider their applications unsuccessful.

(PLEASE QUOTE THE POSITION NAME AND Ref. No. ON YOUR APPLICATION)

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DIRECTORS: K S Shandu (Interim Chairperson) U Maharaj, D Naidoo, E M Nkosi, E B Mkhize, S K Mpungose, R N Ngcamu (CEO), X Cele (Acting CFO)

