



## INTERNAL BURSARY SCHEME FOR SERVING EMPLOYEES: 2020 ACADEMIC YEAR

The purpose of this circular is to bring attention to all DPW employees on the financial assistance / bursary scheme that the Department through Human Resource Utilization and Capacity Development is offering for 2020 academic year. Financial assistance is made available in responding to Outcome 12 in building an efficient, effective and development oriented Public Service.

The Department is hereby inviting all employees who are interested in pursuing their studies to apply for part-time bursary for 2020 academic year. The interested employees must be appointed by the Department of Public Works-Eastern Cape as per the approved Bursary policy.

### REQUIREMENTS:

- Proof of enrolment or provisional acceptance letter from the Public Tertiary institution
- Certified copy of a valid South African Identity Document
- Attachment of any other Tertiary Qualifications
- The application must be fully completed. Application forms are available at any Eastern Cape Department of Public Works Head office, Regional Offices and on Departmental website. <http://www.ecdpw.gov.za/Forms.aspx>.

### THE PREFERENCE WILL BE GIVEN UNDER THE FOLLOWING FIELD OF STUDIES:

QUALIFICATIONS IN LINE WITH CORE	OTHER PRIORITISED QUALIFICATIONS
<ul style="list-style-type: none"> <li>• Construction Management</li> <li>• Facilities Management</li> <li>• Mechanical Engineering</li> <li>• Quantity Surveying</li> <li>• Real Estate</li> <li>• Safety Management</li> <li>• Town and Regional Planning</li> <li>• Properties Studies</li> <li>• Cost and Management Accounting</li> <li>• Accounting Science</li> <li>• Financial Management</li> <li>• Supply Chain Management</li> <li>• Public Sector Monitoring and Evaluation</li> <li>• Public Administration/Management</li> <li>• Information Technology</li> </ul>	<ul style="list-style-type: none"> <li>• Business Administration/Management</li> <li>• Communication</li> <li>• Development Studies</li> <li>• Human Resource Development</li> <li>• Human Resource Management</li> <li>• Law</li> <li>• Labour Relations</li> <li>• Internal Auditing</li> <li>• Management Accounting</li> <li>• Project Management</li> </ul>

### PLEASE NOTE

- All successful applicants will be required to enter into contractual agreements with the Eastern Cape Department of Public Works.
- No faxed, e-mailed or incomplete application forms will be considered.
- All attachments must be original certified copies.
- Due to the volume of applications usually received, communication will only be limited to recommended applicants.

### APPLICATION FORMS CAN BE SUBMITTED AS FOLLOWS:

**Department of Public Works**  
The Director: Human Resource Utilisation and Capacity Development  
Private Bag X0022,  
Bhisho,  
5605

#### Or hand deliver

**Department of Public Works**  
The Director: Human Resource Utilisation and Capacity Development  
Amatola Business Village  
Unit 5  
Bhisho

**CLOSING DATE FOR APPLICATIONS: 13 December 2019.**

Failure to submit the required documentation will lead to the disqualification of application.  
All enquiries should be directed to Mrs. Noloyiso Ngumbela: Tel: (040) 602 4052 and Mrs. Sicebiso Khumalo 040 602 4761

