



WE HAVE AN EXCITING OPPORTUNITY FOR:

Small Business Owners Skills Programme in China

As the City of Johannesburg, our success is dependent on our people and the community we serve. We can only succeed when the society we serve flourishes.

The City of Johannesburg is excited to announce that it has entered the international arena in terms of skills development by partnering with the Local Government Sector Education and Training Authority (LGSETA) and the Chinese Culture and International Education Exchange Centre (CCIEEC) to accelerate skills development in the city and its communities as a cornerstone of enhanced service delivery. The intention of this partnership is to collaborate with the international industry to improve municipality management and maintenance; industry development and international investment; job creation and youth entrepreneurship; tourism and cultural exchange as well as rural development.

APPLICATION REQUIREMENTS

- Complete the application form, CV, and attach all relevant and updated documents including certified Qualifications / Certificates, ID, and Passport.
- Applicants should take note that they can be required to provide proof of original documents during the selection process.

DISCLAIMER

- The City of Johannesburg is currently facilitating the programme and will not demand payment in any form.
- The City of Johannesburg applies the principles of employment equity as per the National legislation and policy guidelines and will consider designated groups in line with these requirements. We are an equal opportunity employer.

- By submitting your application for the programme, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process.
- However, registering your application together with the relevant supporting documents and/or receipt and acknowledgement of any kind shall not be an indication that your application will be successful.
- The City of Johannesburg reserves the right not to make a recruitment.
- Any misrepresentation or failure to disclose material information on the application form or CV will automatically disqualify your application.

PROGRAMME DESCRIPTION

<u>Programme:</u>	Small Business Owners Skills Programme in China
<u>Duration:</u>	Six Months
<u>Allowance:</u>	R3 500 pm
<u>Location:</u>	China

Targeted Sectors:

- Construction
- Tourism/Hospitality
- Information Technology (4IR)

APPOINTMENT REQUIREMENTS

- Youth (age between 18 to 35 years);
- Business must be 100% owned by South African citizens;
- Have a registered and trading business for a minimum of 3 years. The following supporting documents are required:
 - 3 years financial statements.
 - A valid one-time pin (OPT) / tax pin issued by the South Revenue Services (SARS).
 - UIF, COIDA, and other applicable industry regulations registrations.
 - The business owner or the company representative must be willing to be away from business for a period of 6 months.
- Minimum annual turnover of R500 000;
- Business owner(s) or directors must possess technical experience relevant to the business, with hands-on experience in the running and management of the business;
- CV of the applicant;
- A business plan or a comprehensive company profile;
- A valid passport (valid not earlier than 28 February 2025);
- Proof of residency in Johannesburg (Statement of Water and Lights, Rates and Taxes) or an affidavit confirming the place of residence;
- Must be proficiency in English and be able to maintain the highest ethical and professional standards as they will be representing the COJ/RSA; and
- Must be willing to undergo a medical check-up and police clearance.

The programme will be funded as follows by the LGSETA and CCIEEC:

- International airfare
- Documentation (permit in China and VISA Fee)
- Accommodation
- Meals
- Local transportation
- Training fees
- Workplace facilitation fees
- Orientation
- Administration fee
- Business visit and collaboration practices/operation at Chinese companies
- Hospital insurance
- Day-to-day medical aid
- Allowance (R3500 x 6)

The City (COJ) will cover the costs as follows:

- Medical check up
- Travelling arrangements to OR Tambo international airport

APPLICATIONS TO BE SUBMITTED TO:

1st Floor, Main Tower, No. 66 Jorissen Street, Jorissen Place, Braamfontein, Johannesburg

Contact Person(s) at drop-off points:

- Ms. Lesego Letsoalo
- Ms. Portia Mathonsi
- Ms. Mbali Somakhwabe

ENQUIRIES ONLY:

All application enquiries must be addressed in writing to:

- Mr. Sean Dinat / SeanD@joburg.org.za
- Ms. Simphiwe Malimela / SimphiweMal@joburg.org.za

CLOSING DATE: 27 MAY 2024

All SMMEs who meet the appointment requirements are encouraged to apply. Applicants are respectfully informed that, if no notification of appointment/response is received within two (2) weeks of the closing date, they must accept that their application was unsuccessful.