



**Moses Kotane
Research Institute**
Research · Innovation · Excellence



EMPLOYMENT OPPORTUNITY

BUSINESS UNIT: RESEARCH SERVICES UNIT

**POST TITLE: EXPERIENTIAL LEARNER: MARKETING AND
COMMUNICATIONS**

STIPEND: R13000 – R16 000 (24 MONTHS FIXED TERM CONTRACT)

N.O OF POSTS: 1 (ONE)

CENTRE: DURBAN, MKRI OFFICE

REFERENCE: EL/M&COMMS-01/2026

CLOSING DATE: 30 AUGUST 2026

    @moseskotaneresearchinstitute
www.moseskotaneinstitute.com

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BACKGROUND

The Moses Kotane Research Institute (MKRI) is mandated to stimulate a sustainable provincial economy through research, development and innovation; and to strategically lead in innovation and maritime co-ordination and implementation activities to respond to the needs of the provincial economy. In order to fulfil its mandate, the Institution is looking to appoint 1 (one) Experiential Learner: Marketing and communications, to support the Research Services Unit with communications and marketing, stakeholder engagement, digital media, branding, and content development activities that contribute to the visibility and reputation of the Moses Kotane Research Institute (MKRI).

REQUIREMENTS:

- NQF Level 8 qualification in Media Studies; Public Relations & Communications, and Marketing.
- A valid Driver's License.

ADDED ADVANTAGE:

- 2 years' experience in marketing & communications, public relations, or a related field.
- Experience may include full-time work, part-time work, freelancing, volunteering services, etc.
- Qualification above NQF 8 in Media Studies; Public Relations & Communications; and Marketing.

ESSENTIAL KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED:

The successful candidate must have:

- Knowledge of social media marketing and digital communications
- Excellent written and verbal communication skills.
- Content writing, editing, and proofreading skills.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, and Outlook).
- Strong research, analytical, and report-writing skills.
- Good organisational, interpersonal, and stakeholder engagement skills.

KEY RESPONSIBILITIES:

The successful candidate will be required to assist with:

- Marketing and Brand Promotion – Support the promotion of MKRI's research programmes, publications, and events to enhance visibility and stakeholder awareness.
- Content and Digital Communications – Assist in developing and managing content for social media, the website, newsletters, and other communication platforms
- Research Dissemination – Support the packaging and communication of research findings for diverse stakeholders and the public.
- Events and Stakeholder Engagement – Assist with the coordination and promotion of conferences, workshops, seminars, and stakeholder engagement activities.
- Media and Communications Support – Assist with media releases, communication materials, and ensuring consistent application of MKRI branding
- Monitoring, Reporting and Administration – Support communication reporting, digital analytics, record-keeping, and general administrative functions.

DISQUALIFIERS:

- Any candidate who has Pending or criminal conviction cases, Pending or Disciplinary Records, and submits falsified documentation will be immediately disqualified from the selection process.

DIRECTIONS TO APPLICANTS:

- Interested applicants are encouraged to apply by submitting their applications to: recruitment@moseskotane.com. The application must clearly state the position applied for and the corresponding reference number on the subject line must include a detailed copy of a CV, recently certified copies of (1) ID, (2) driver's license and (3) certified copies of relevant qualifications (not older than 6 months). Applicants are to ensure that they submit all required documentation stated above, as failure to do so may lead to disqualification of the application during the selection process.
- For any technical queries contact the HR Administrator at recruitment@moseskotane.com. Candidates who have not heard from MKRI within 6 weeks from the closing date can consider their application unsuccessful. Applicants will be disqualified for any incorrect information supplied.
- After the interviews and technical exercises, where applicable, candidates recommended for appointment will be taken through competency testing and verification processes.
- The Moses Kotane Research Institute is an equal opportunity, affirmative action employer and preference will be given to suitably qualified candidates from designated groups in terms of Employment Equity Act, 1998. The Institute reserves the right not to make these appointments.