CALL FOR APPLICATIONS: INTERNSHIP PROGRAMME

APPLICATIONS ARE HEREBY INVITED FROM THE FOLLOWING CATEGORIES:

- Unemployed South African Citizens who have **completed a UNISA qualification.** which is equivalent to NQF level 6 and above.
- With no formal work experience in the field of application.
- Interns who were previously appointed at UNISA or any other institution may not apply.
- Both the position reference and your UNISA student number must be accurately indicated on the Portal
- Age requirement: Not older than 35 years old
- Applicants must be only **UNISA Graduates**

Preference will be given to those residing in the location/region or designated province.

POSITION REF NUMBER	POSITION APPLICATION E-MAIL ADDRESS & CONTACT PERSON	COLLEGE / DEPARTMENT / DIRECTORATE	LOCATION/ REGION	MINIMUM QUALIFICATION REQUIRED	NUMBER OF POSITIONS
ICT/03/2024	Sekitle Bahula 012 429 3673	ICT Risk and Compliance	Pretoria Muckleneuk (Main Campus)	Degree/Diploma in Information Technology Degree/Diploma in Computer Sciences Degree/Diploma /BCom / Post Graduate Diploma in Risk Management/Compliance Management/Internal Auditing	3

Requirements:
- Computer literacy in respect of office automation packages (Microsoft Office Suite) and internet
- Good interpersonal relations; communication skills and telephone etiquette
- Ability to take initiative, work in a team under constant supervision.
- The ability to prioritize, pay attention to detail and go the extra mile.
- Sense of commitment, responsibility, and punctuality
- Ability to work under pressure, and under strict deadlines.
- Proficiency in English (Verbal and written)
- Ability to maintain confidentiality.
- Problem solving skills.
- Time Management
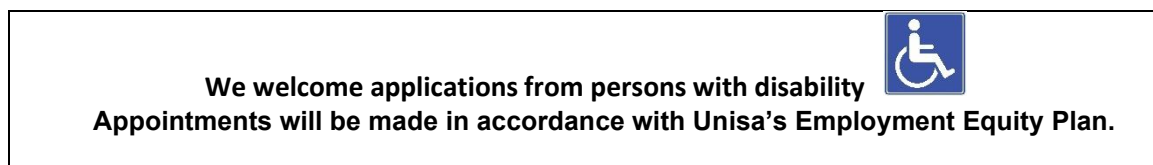- Ability to work on multiple tasks simultaneously.

Duration	:	12 Months
Stipend	:	R114 080 (per annum)
Closing date	:	18 April 2024
Enquiries	:	Mr S Bahula 012 429 3673

To apply please click the following link to access online application form
https://forms.office.com/r/qK0RWe9nPW

NB: The link will only allow access to Unisa students and graduates.

You are required to attach the following documents on **PDF** format from the applications process.

- Curriculum Vitae
- One-page motivational letter – why you should be considered for this internship.
- Certified copies (Not more than 6 months old) of South African ID, Matric Certificate and Unisa Completed Qualification

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We welcome applications from persons with disability ♿
Appointments will be made in accordance with Unisa's Employment Equity Plan.

CORRESPONDENCE WILL BE LIMITED TO SHORT-LISTED ONLY AND ARE ALSO EXPECTED TO AVAIL THEMSELVES ON THE INTERVIEW DATES DETERMINED BY THE EMPLOYER

All applications should be submitted before 16h00 on the closing date.

If you have not been contacted within two weeks after the closing date of this advertisement, please accept that your application was not successful.