https://internforza.online/job/department-of-home-affairs-internship-programme/

Department of Home Affairs Internship Programme | New Jobs

Hiring organization
Department of Home Affairs

Employment Type
Intern

Duration of employment
12-months

Industry
Government Administration

Job Location
Tshwane, Gauteng, South Africa, Tshwane, Gauteng, South Africa

Working Hours
09

Date posted
April 13, 2026

Valid through
March 18, 2026

Job Description

The Department of Home Affairs (DHA) is offering an internship program for unemployed graduates seeking valuable work experience in the public sector. This 12-month internship provides young professionals with practical training, mentorship, and exposure to government operations in various departments.

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Interns will gain hands-on experience by supporting key administrative and service delivery functions, contributing to the department's mission of managing identity, citizenship, and immigration services in South Africa.

Fields of Internship

Internship opportunities are available in the following fields:

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- Public Administration & Governance
- Finance & Supply Chain Management
- Human Resources & Labour Relations
- Information Technology & Cybersecurity
- Legal Services & Compliance
- Customer Service & Office Administration
- Communications, Marketing & Public Relations
- Civic & Immigration Services
- Data Management & Records Keeping

Key Responsibilities

- Assist with administrative tasks and document processing
- Support data management, filing, and record-keeping
- Provide customer service and assist with client inquiries
- Conduct research, policy analysis, and reporting
- Assist in the implementation of departmental projects and initiatives
- Learn and apply government regulations, policies, and procedures

Requirements

- Must be a South African citizen
- Aged 18 – 35 years
- Must have completed a National Diploma, Degree, or Postgraduate Qualification in a relevant field
- Strong communication, problem-solving, and organizational skills
- Computer literacy (Microsoft Office and relevant software)
- No prior work experience required (internship or volunteer experience is a plus)

Benefits

- Monthly stipend provided
- Practical experience in government operations
- Mentorship and professional development opportunities
- Exposure to public sector policies and service delivery
- Potential for future employment within government departments

How to Apply?

Prepare Your Application Documents

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- Updated CV
- Cover letter explaining your interest
- Certified copy of your South African ID
- Certified copies of academic qualifications

Submit Your Application

- **Online:** Apply via the Department of Home Affairs Careers Portal
- **Email:** If applicable, send your application

Application Deadline

- Submit before Closing Date. Late applications may not be considered.

Shortlisted candidates will be contacted for interviews.