https://internforza.online/job/home-affairs-south-africa-internship-initiative/

Home Affairs South Africa Internship Initiative 2025 | Jobs Hirings

Hiring organization
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
March 12, 2025

Valid through
March 12, 2026

Programme Overview

The Home Affairs Internship Programme provides unemployed graduates with the opportunity to gain practical experience in various fields within the department. Interns will work alongside professionals in different departments, gaining knowledge of government operations, administration, and service delivery.

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Fields of Internship

Internships are offered in the following disciplines:

- Public Administration & Management
- Human Resources (HR) & Labour Relations
- Finance & Supply Chain Management
- Information Technology (IT) & Data Management
- Legal Services & Compliance
- Communication, Marketing & Media Relations
- Policy & Research Development
- Civic & Immigration Services

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Key Responsibilities

Interns will assist in various tasks and projects, including:

- Providing administrative support to different departments
- Assisting with processing applications and documentation
- Conducting research and preparing reports
- Engaging with the public and stakeholders in service delivery
- Supporting IT, data management, and security initiatives
- Helping with financial, HR, and legal compliance tasks
- Participating in training, development, and mentorship sessions

Minimum Requirements

- South African citizenship
- A completed National Diploma, Bachelor's Degree, or equivalent qualification in a relevant field
- No prior permanent work experience (previous internships are allowed)
- Strong organizational, analytical, and communication skills
- Ability to work in a government environment and uphold confidentiality
- Computer literacy and knowledge of office applications

Additional Information

- Preference will be given to unemployed youth (18-35 years old), persons with disabilities, and historically disadvantaged applicants.
- Interns will be placed at Home Affairs Head Office in Tshwane or other designated locations.
- Successful interns will gain valuable public sector experience, and some may be considered for future government employment opportunities.

How to Apply?

Applicants must submit the following documents:

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- Comprehensive CV
- Certified copies of qualifications and academic transcripts
- Certified copy of South African ID
- Z83 Application Form (available on the DHA website)

Application Deadline:

Varies per intake. Check the Department of Home Affairs website and government career portals for updates.

For more details and to apply, visit DHA's official website or government recruitment portals.