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SASSA Internship Programme 2025 | Latest Jobs

Hiring organization
SASSA

Employment Type
Intern

Duration of employment
12-months

Industry
Information Technology & Services

Job Location
Pietermaritzburg, KwaZulu-Natal, South Africa, Pietermaritzburg, Kwa-Zulu Natal, South Africa

Working Hours
09

Date posted
August 5, 2025

Valid through
March 17, 2026

Job Overview

The South African Social Security Agency (SASSA) is offering internship opportunities for unemployed graduates to gain valuable work experience in the public sector. This program provides hands-on training in various fields, helping young professionals develop key skills and improve their employability.

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Key Responsibilities

Interns will be placed in different SASSA departments based on their academic qualifications and career interests. Responsibilities may include:

- Assisting with administrative tasks and office support.
- Handling inquiries and providing customer service to social grant beneficiaries.
- Conducting research and compiling reports on social security programs.
- Supporting financial management, HR, and IT functions.
- Assisting with data entry, document processing, and record-keeping.
- Participating in public outreach programs and stakeholder engagement.
- Learning about social grants administration and government policies.
- Attending workshops, training sessions, and mentorship programs.

Departments Offering Internships

Internship opportunities are available in various fields, including:

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- Administration & Public Management
- Finance & Accounting
- Human Resources & Labour Relations
- Information Technology & Systems Support
- Legal & Compliance
- Supply Chain & Procurement
- Customer Care & Call Centre Support
- Policy & Research Development
- Communication & Public Relations

Qualifications and Requirements

To qualify for the SASSA Internship Program, applicants must:

- Be South African citizens.
- Be aged 18 to 35 years.
- Hold a Diploma or Degree in a relevant field (e.g., Public Administration, Finance, HR, IT, Law, Social Sciences, or related studies).
- Be currently unemployed and not enrolled in another internship program.
- Have strong communication and problem-solving skills.
- Be willing to work in a government service environment.
- Have basic computer literacy (Microsoft Office proficiency preferred).

Why Join the SASSA Internship Program?

- Gain practical work experience in social security and public administration.
- Work with experienced professionals in government service.
- Enhance career prospects in social welfare, finance, and administration.
- Contribute to social development and support vulnerable communities.

Application Process
Interested applicants must submit:

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- Updated CV with contact details.
- Certified copies of ID and academic qualifications (not older than 6 months).
- Certified academic transcripts for verification.
- Cover letter outlining career aspirations and motivation for applying.
- Completed SASSA internship application form (available online or at SASSA offices).

Applications should be submitted through the SASSA online portal or delivered to designated SASSA regional offices.