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## SASSA Internship Programme 2025 | Latest Jobs

### 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).

### Hiring organization

SASSA

### Employment Type

Intern

### Duration of employment

12-months

### Industry

Information Technology & Services

### Job Location

Pietermaritzburg, KwaZulu-Natal, South Africa, Pietermaritzburg, KwaZulu Natal, South Africa

### Working Hours

09

### Date posted

August 5, 2025

### Valid through

March 17, 2026

## **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.