

**CHIETA INTERNSHIP OPPORTUNITIES
24 MONTHS**

Are you ready to kickstart your career and gain hands-on experience in your field? We're thrilled to announce our 24-Month Internship Program designed for passionate individuals eager to learn and grow!

Positions Available:

Business Unit	Title	Minimum Requirements	Reference Number
Corporate Services	Marketing & Communications Intern (Head Office)	<ul style="list-style-type: none"> National Diploma in Marketing and Comms Familiarity with basic facilities management software or communication tools will be an added advantage 	MCI2024/001
ETQA	Certification Administration Intern (Head Office)	<ul style="list-style-type: none"> National Diploma in Business Administration, Management, or a related field 	AIC2024/001
ETQA	Data Management Intern (Head Office)	<ul style="list-style-type: none"> National Diploma in Data Science, Computer Science, Information Technology, Statistics, or a related field 	DMI2024/001
Finance	Finance Intern (Head Office)	<ul style="list-style-type: none"> National Diploma in Finance, Accounting, Economics, or a related field 	FSI2024/001
Finance	Supply Chain Management Intern (Head Office)	<ul style="list-style-type: none"> National Diploma in Public Finance, Accounting, Supply Chain Management, or a related field Level 4 CIPS will be an added advantage 	SCM2024/001
Grants, Projects & Regions	Administration Support Intern (Head Office)	<ul style="list-style-type: none"> National Diploma in Business Administration, Management, or a related field 	AWC2024/001
Grants, Projects & Regions	Administration Support Intern (Western Cape Regional Office)	<ul style="list-style-type: none"> National Diploma in Business Administration, Management, or a related field 	AGP2024/001
Innovation & Technology	Software Developer Intern (Head Office)	<ul style="list-style-type: none"> National Diploma in Computer Science, Software Engineering, Information Technology, or a related field 	SIT2024/001

CHIETA HEAD OFFICE:

Tel: 011 628 7000
72 New Road, Glen Austin AH (Grand Central), Midrand, 1685

WESTERN CAPE

Tel: 021 551 1113/4
Unit B2, Cnr Race Course & Omuramba Roads, Montague Gardens, 7441

KWAZULU-NATAL

Tel: 031 368 4040
1 The Boulevard, Westway Office Park, Block D, Westville, Durban, 3630

PORT ELIZABETH

Tel: 041 509 6478
Struanway Block E, New Brighton, Port Elizabeth, 6001

Innovation & Technology	Business Analyst Intern (Head Office)	<ul style="list-style-type: none"> National Diploma in Information Technology, Information Systems, Computer Science, or a related 	BIT2024/001
Innovation & Technology	2X ICT Support Intern (Witbank Smart Skills Centre)	<ul style="list-style-type: none"> National Diploma in Computer Science, Information Technology, Software Engineering, or a related field 	WIT2024/001
Innovation & Technology	2X ICT Support Intern (North-West/Brits Smart Skills Centre)	<ul style="list-style-type: none"> National Diploma in Computer Science, Information Technology, Software Engineering, or a related field 	NIT2004/001
Innovation & Technology	2X ICT Support Intern (Modjadjiskloof Smart Skills Centre)	<ul style="list-style-type: none"> National Diploma in Computer Science, Information Technology, Software Engineering, or a related field 	LIT2024/001
Innovation & Technology	1X ICT Support Intern (Saldanha Bay Smart Skills Centre)	<ul style="list-style-type: none"> National Diploma in Computer Science, Information Technology, Software Engineering, or a related field 	WIT2024/001

Additional Minimum Requirements: A minimum aggregate of 65% for overall qualification • No work experience • Must be computer literate • Valid driver's license will be an added advantage

Skills & Behavioural Competencies: Planning and Organization Skills • Communication (oral and written) • Problem solving ability • Diversity awareness • Confidentiality, ethics, integrity, and professionalism • Detail orientated • Teamwork • Innovative skills.

Monthly Stipend: R7 000.00 (Seven Thousand Rands)

Closing Date: 05 November 2024 (By no later than 16h30)

Don't miss out on this incredible opportunity to enhance your skills and shape your future!

Interested persons are invited to submit their CV's and certified copies of their qualifications, Identity Document and transcripts to recruitment@chieta.org.za

NB: Candidates are required to use the position reference number as email subject.

Should no feedback be forthcoming by **01 December 2024** please accept that your application was not successful. CHIETA reserves the right not to make an appointment. CHIETA is committed to the advancement of Employment Equity. Successful applicants will be subjected to background checks and to undertake required assessments.

Protection of Personal Information – Employment Candidates

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1. *CHIETA is a responsible party in terms of the POPI Act of 2013.*
2. *CHIETA will take all prescribed and reasonable precautions to ensure that your information is safeguarded.*
3. *By submitting your Curriculum Vitae and any other relevant personal information in respect of this vacancy, you understand and agree that:*
 - a. *CHIETA needs to collect, keep and use your personal information in order to evaluate your application for purposes of potential employment opportunities; and*
 - b. *CHIETA will only use the information to carry out the necessary recruitment related activities.*
4. *You therefore give your consent to CHIETA to process your information knowing all of the above and being aware that you can:*
 - a. *Withdraw consent at any time.*
 - b. *Have the right to request access to your data at any time, in the prescribed form.*
 - c. *Have a right to request that your data is corrected and updated, in the prescribed form; and*
 - d. *Have the right to complain to the information regulator.*

CHIETA reserves the right not to make an appointment.

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