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SEDA Internships For Graduate 2024 Apply

Description

SEDA is currently seeking motivated and enthusiastic interns to join its internship program. The internship program is designed to provide interns with practical exposure to the small business sector and the opportunity to contribute to SEDA's mission of empowering entrepreneurs. As an intern, you will work closely with experienced professionals in a dynamic and supportive environment, gaining valuable skills and insights into small business development.

Responsibilities

- Assist in conducting research and analysis on various aspects of small business development, including market trends, industry sectors, and policy frameworks.
- Support the development and implementation of training programs and workshops for small business owners and entrepreneurs.
- Collaborate with SEDA team members to provide administrative and logistical support for events, conferences, and seminars.
- Contribute to the creation of educational materials and resources for small business owners, including guidelines, toolkits, and best practice documents.
- Assist in monitoring and evaluating the effectiveness of SEDA programs and initiatives.
- Engage in regular learning and development activities, including attending workshops and training sessions, to enhance your understanding of small business development practices.
- Actively participate in team meetings, sharing insights and ideas to contribute to the overall growth and success of SEDA.

Qualifications

- Currently pursuing or recently completed a degree in business administration, entrepreneurship, economics, or a related field.
- Strong interest in small business development and a genuine passion for supporting entrepreneurs.
- Excellent verbal and written communication skills.
- Proficiency in using Microsoft Office Suite (Word, Excel, PowerPoint).
- Ability to work independently and as part of a team, demonstrating strong interpersonal skills.
- Proactive mindset with the ability to take initiative and handle multiple tasks efficiently.
- Flexibility and adaptability to work in a fast-paced environment.

Job Benefits

- Hands-on Experience: Internships at SEDA provide valuable hands-on experience in the field of small business development. Interns have the opportunity to work alongside experienced professionals, gaining practical skills and insights that can be applied to their future careers.

Hiring organization

SEDA

Employment Type

Intern

Duration of employment

3 Months

Industry

Govt

Job Location

Polokwane, Limpopo, South Africa, 0700, Polokwane, Limpopo, South Africa

Working Hours

09

Date posted

December 18, 2024

Valid through

08.06.2025

- **Professional Development:** Internships offer opportunities for professional growth and development. Interns can enhance their skills in areas such as research and analysis, project management, event coordination, and communication. They may also have access to training sessions and workshops that help them expand their knowledge and capabilities.
- **Networking:** Internships provide a platform to connect with professionals in the small business sector. Interns can build a network of contacts that may be beneficial for future job opportunities or mentorship. Building relationships with colleagues and industry experts can offer valuable guidance and support throughout their career.
- **Exposure to Small Business Sector:** Interns at SEDA gain exposure to the small business sector and develop a deeper understanding of its challenges, trends, and opportunities. This experience can be particularly beneficial for those interested in entrepreneurship or working in organizations that support small businesses.
- **Resume Enhancement:** Completing an internship at SEDA adds value to an intern's resume. It demonstrates their commitment to professional growth, practical experience in a relevant field, and their ability to contribute to an organization's mission and goals. This can be advantageous when seeking future employment opportunities.
- **Stipend or Compensation:** Some internship programs, including those at SEDA, may provide interns with a stipend or compensation to cover their basic expenses during the internship period. This support helps alleviate financial burdens and allows interns to focus on their learning and professional development.

Contacts

To apply for the SEDA internship program, please submit your resume, a cover letter outlining your interest in small business development and your career goals, and any other supporting documents to the specified email address or through the online application portal. Only shortlisted candidates will be contacted for further evaluation and interviews.

SEDA is an equal opportunity employer and encourages applications from individuals of all backgrounds, including those from historically underrepresented groups.