JOB OPPORTUNITY

VACANCY ALERT

Joburg

a world class African city

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STUDENT INTERNSHIP POSITIONS:
Community Development – Sport and Recreation

An internship programme is an intervention by the City of Johannesburg to address the growing demand by a tertiary institution for students to undergo on-the-job exposure, as a prerequisite to acquire an academic qualification or as a requirement after the acquisition of academic qualification to obtain experiential training. The City is committed to providing work-based training for students.

- This internship opportunity is applicable to youth in the Johannesburg communities who qualify for this internship and have never participated in an internship programme before, except in circumstances where the internship programme was not relevant to the candidate's course of study
- This Vacancy is open to all qualifying STUDENTS in the Johannesburg Community for a period **not exceeding 18 months**
- Interested applicants are invited to apply for the positions listed in the circular.
- Complete the online job application form and attach all relevant documents (Certified Qualification/s, ID, and CV).
- Applicants are advised to use Google Chrome when applying for CoJ positions.
- The City of Johannesburg reserves the right not to make an appointment.
- The City of Johannesburg is an equal opportunity employer.

WHERE TO APPLY

https://www.joburg.org.za/work_/Pages/Work%20in%20Joburg/Vacancies/2021%20Internships/2021-Internships.aspx

Applicants are respectfully informed that, if no notification of appointment/response is received within six (6) weeks of the closing date, they must accept that their application was unsuccessful. By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process. In terms of the Talent Acquisition Policy of the City of Johannesburg, you hereby consent to the following risk checks should your application be shortlisted: Credit Record, CV validation and Employment record verification, Criminal check, and Identity validation.

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The City of Johannesburg (CoJ), Community Development Department has the following Internship opportunity available for a period NOT exceeding eighteen 18 months.

Department: Community Development
Branch: **Sport and Recreation Unit**
Designation: **Intern: Sport and Recreation**
Remuneration:
(Qualification completed with min 360 credits): R10 109,86 pm (Basic Salary, no benefits)
Location: Various Regions

Minimum Requirements:

- A Matric/Grade 12 Certificate;
- Diploma or Degree in Sport Management or related field (NQF level 6/7);
- No experience;
- Only City of Joburg residents will be considered.

Primary Function:
Support the Sports and Recreation directorate in delivering services that relate to facility management, general office administration, sports recreation, aquatics activities, events management, and other directorate core programmes.

Key Learning Areas:

- Assist with event planning, setup, and execution, including logistics, marketing, and operations;
- Provide excellent customer service, responding to queries, and resolving queries;
- Assist in performing administrative duties such as data entry, filing and mailings;
- Support the planning, and implementation of Sports and Recreation programmes in the region;
- Assist with marketing and promotional efforts, including social media, flyers, and other materials;
- Assist with research and collection to support programme development and evaluation;
- Assist full-time staff with various tasks, projects, and initiatives.

Leading Competencies:

- Interpersonal and conflict resolution skills.
- Pay close attention to detail.
- Teamwork and collaboration.
- Commitment to learning and professional growth.
- Adaptability and flexibility.
- Must be organised.

Core Competencies:

- Computer literacy;
- Good communication skills;
- Customer service;
- Time management;
- Problem-solving skills;

STUDENT INTERNSHIP CIRCULAR 034/2026

City of Johannesburg

Publication Date: Wednesday, 11 November 2026

Closing Date: Tuesday, 24 November 2026

Internship opportunity for all qualifying Students in the Johannesburg Community

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- Basic administrative skills.

Please take note that only online applications will be considered. Please apply by using the following link below:

TIPS FOR CANDIDATES - https://joburg.org.za/work_/Pages/2026-Vacancies/Tips-For-Job-Applicants.aspx

https://share.hsforms.com/1tW6qQbpgTuCyaQ0f-S7ePw469tl

APPLY ONLINE VIA WEBSITE: www.joburg.org.za

ENQUIRIES ONLY:
Contact Person: Kutlwano Thage / Tshiamo Kwapeng
Email Address: LehlohonoloMoh@joburg.org.za **(***The contact email address provided in this advertisement is strictly for enquiries only. Applications submitted via email, including CVS, qualifications, or any other supporting documents, will not be accepted or considered. All applications must be submitted through the application link provided in the advertisement*

CLOSING DATE: TUESDAY, 24 NOVEMBER 2026

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