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STUDENT INTERNSHIP POSITION: **Transport**

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 pre-requisite 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), Transport Department has the following Internship opportunity available for a period NOT exceeding eighteen 18 months.

Department: Transport
Branch: Finance
Designation: Internship: Revenue
 (Qualification completed with min 360 credits): **R10 109,86 pm (Basic Salary, no benefits)**
 (Enrolled as a student) : **R 4 951,88 pm (Basic salary, no benefits)**
Location: 75 Helen Joseph Street, Old Mutual Building

Minimum Requirements:

- Grade 12 (NQF level 4) plus a Degree or Diploma in Accounting or related tertiary qualification (NQF level 6/7);
- No previous experience required.
- Only City of Johannesburg residents will be considered.

Primary Function:

The Internship will afford the Interns an opportunity of learning and assisting the Transport Finance Revenue section with inventory management, cash management, revenue management and banking to ensure compliance with the City's policies and MFMA regulations.

Key Learning Areas:

- Assist the revenue officer to ensure that the cash sales processed at Rea Vaya stations are properly accounted for;
- Assist the revenue office to ensure that the cash is properly banked and all bank transactions are accounted for;
- Assist the revenue office to ensure timely reporting of accounting information;
- Assist the revenue officer to ensure that inventory is managed properly, following the City's policies and regulations;
- Assist in resolving any audit findings and to ensure that the City obtains a clean audit.

Leading Competencies:

- Good interpersonal skills;
- Good communication skills;
- Accuracy – arithmetical and calculations;
- Good analytical skills.

Core Competencies:

- Relevant GRAP Standards and MFMA.

ENQUIRIES ONLY:

Contact Person: Karabo Khumalo
Tel No: (011) 022 8656



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

https://share.hsforms.com/1x9WFmDmbShm2cAe_6FXclq469tl

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

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

CLOSING DATE: MONDAY, 27 JULY 2026

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