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South African Board for People Practices (SABPP): Internships 2026/27 Latest Hiring

Description

SABPP is seeking dynamic and enthusiastic individuals to join our team as Interns. This internship opportunity is designed to provide valuable hands-on experience to aspiring professionals in the field of human resources, organizational development, and people management. As an intern at SABPP, you will have the chance to work closely with experienced professionals, engage in meaningful projects, and contribute to the growth of the HR industry in South Africa.

Responsibilities

- **Research and Analysis:** Conduct research on industry trends, HR best practices, and emerging technologies to contribute to the development of insightful resources.
- **Administrative Support:** Assist in day-to-day administrative tasks related to membership management, event coordination, and communication with stakeholders.
- **Content Development:** Contribute to the creation of educational and informative content, including articles, blog posts, and social media updates, to enhance the organization's visibility and impact.
- **Event Coordination:** Participate in the planning and execution of events, workshops, and conferences organized by SABPP.
- **Collaboration:** Work collaboratively with cross-functional teams within the organization to achieve collective goals and objectives.

Qualifications

- Currently enrolled in a relevant undergraduate or postgraduate program.
- Strong interest in human resources, organizational development, or related fields.
- Excellent communication skills, both written and verbal.
- Demonstrated research and analytical abilities.
- Proficient in Microsoft Office suite.

Job Benefits

1. **Professional Development:**
 - Gain valuable hands-on experience and exposure in the field of human resources.
 - Access to workshops, training sessions, and professional development opportunities organized by SABPP.
2. **Networking Opportunities:**
 - Connect with experienced professionals, industry experts, and fellow interns.
 - Attend networking events, conferences, and seminars organized by SABPP.
3. **Mentorship:**
 - Receive guidance and mentorship from seasoned professionals in

Hiring organization

South African Board for People Practices (SABPP)

Employment Type

Intern

Duration of employment

3 Months

Industry

Human Resources Services

Job Location

Roodepoort, Gauteng, South Africa,
1724, Roodepoort, Gauteng, South Africa

Working Hours

09

Date posted

May 2, 2026

Valid through

14.02.2028

the HR industry.

- Access to one-on-one sessions to discuss career goals and receive constructive feedback.

4. Resume Enhancement:

- Add a prestigious internship with SABPP to your resume.
- Acquire skills and experiences that will set you apart in the competitive job market.

5. Exposure to Industry Best Practices:

- Work on projects that align with the latest trends and best practices in human resources.
- Gain insights into innovative approaches and strategies adopted by leading organizations.

6. Collaborative Environment:

- Be part of a collaborative and supportive work environment.
- Engage with cross-functional teams and contribute to the achievement of organizational goals.

7. Community Engagement:

- Contribute to the development and enhancement of the HR community in South Africa.
- Participate in initiatives and projects that have a positive impact on the profession.

8. Flexible Work Arrangements:

- Depending on the nature of the internship, there may be opportunities for flexible work arrangements, including remote work.

9. Stipend/Compensation:

- Some internships at SABPP may offer a stipend or compensation for the duration of the internship.

10. Letter of Recommendation:

- Upon successful completion of the internship, receive a letter of recommendation from SABPP, highlighting your contributions and achievements during the internship.

Contacts

1. Review the Job Description:

- Carefully read through the job description to understand the responsibilities, qualifications, and expectations associated with the internship position.

2. Prepare Application Materials:

- Update your resume to include relevant education, skills, and experiences.
- Draft a cover letter expressing your interest in the internship and outlining how your skills align with the position.

3. Submit Application Materials:

- Send your resume and cover letter to the designated email address or online application portal specified in the job description.

4. Subject Line:

- Use a clear and concise subject line in your email, such as "SABPP Internship Application – [Your Full Name]."

5. Application Deadline:

- Be aware of the application deadline and ensure that your materials are submitted before the specified date.

6. Follow-Up:

- After submitting your application, consider sending a brief follow-up email to confirm receipt and express your continued interest in the position.

7. Interview Process:

- If your application is shortlisted, you may be invited for an interview. Prepare for the interview by researching SABPP, understanding its mission, and being ready to discuss your skills and experiences.

8. Reference Check:

- Be prepared to provide references if requested.

9. Receive Offer:

- If selected, you will receive an offer letter outlining the terms and conditions of the internship.

10. Onboarding:

- Complete any required onboarding paperwork and processes.

11. Begin Internship:

- Commence your internship with SABPP and embrace the learning opportunities and experiences offered.