

CALL FOR UNISA INTERNSHIPS

APPLICATIONS ARE HEREBY INVITED FROM THE FOLLOWING CATEGORIES:

- UNISA invites unemployed South African citizens to apply for the 12-month Internship programme. These citizens should have **completed a UNISA qualification**, which is equivalent to NQF level 6 and above.
- Age restriction: not older than 35 years.
- **Students with disabilities are encouraged to apply**
- Applicants should have no experience.
- Applicants who were previously appointed at UNISA or any other organization will not be considered.
- The position reference and your UNISA student number must be accurately indicated on the portal.
- Applications for multiple positions must be submitted individually.
- Applicants must be **UNISA graduates in the required field(s) of study**.

The University values diversity and inclusion, universal access and welcomes applicants from all backgrounds. For this Internship Programme, preference will be given to persons living with disabilities, and appointments will be made in line with Unisa's Employment Equity Plan.



POSITION REF NUMBER	POSITION APPLICATION E-MAIL ADDRESS & CONTACT PERSON	COLLEGE / DEPARTMENT / DIRECTORATE	LOCATION/ REGION	MINIMUM QUALIFICATION REQUIRED	NUMBER OF POSITIONS
BD/CD/04/2026	Bulelwa Daile 012 429 2353	Counselling and Career Development	Sunnyside Campus	Honours Psychology/Honours Industrial and Organisational Psychology	4
GR/EC/03/2026	Nadine De Jager 012 429 2372	Gauteng Region	Ekurhuleni Campus	Degree/Diploma Accounting Sciences Business Administration Administrative Management	3

GR/SC/01/2026	Sekitle Bahula 012 429 3673	Gauteng Region	Sunnyside Campus	Degree/Diploma Business Administration Administrative Management	1
WC/PS/02/2026	Bulelwa Daile 012 429 2353	Counselling and Career Development	Western Cape Region (Parow)	Honours in Psychology or Bcom Honours Industrial and Organisational Psychology	2
GR/VC/08/2026	Sekitle Bahula 012 429 3673	Counselling and Career Development	Gauteng Region <ul style="list-style-type: none"> • Vaal Campus X2 • Sunnyside Campus X2 • Ekurhuleni Campus X2 • Florida Campus X2 	Honours Psychology/Honours Industrial and Organisational Psychology	8
PR/MC/04/2026	Sekitle Bahula 012 429 3673	Directorate: Privacy and Record Governance	Records Governance (Muckleneuk Campus)	Diploma/Degree in Information Sciences or Archives and Record Management	4
PR/RS/03/2026	Sekitle Bahula 012 429 3673	Directorate: Privacy and Record Governance	Privacy Governance (Robert Sobukwe)	Diploma/Degree in Privacy Governance or Archives and Record Management or Internal Audit or LLB or Risk and Compliance or Information Technology and Computer Sciences	3
AG/MC/05/2026	Bulelwa Daile 012 429 2353	Unisa Art Gallery and the Department of Arts and Music	Muckleneuk Campus x4 Sunnyside Campus x1	BA in Art History / Visual Multimedia Arts / Communication /History / Related field as well as Management and Administration	5
II/MC/02/2026	Bulelwa Daile 012 429 2353	Department of Institutional Intelligence	Muckleneuk campus	Degree or HEQF equivalent in Social Sciences discipline or Degree or HEQF equivalent in Social Sciences discipline with a major/minor in statistics	2
HS/GR/02/2026	Nadine De Jager 012 429 2372	Institute for Social and Health Sciences	Gauteng Region (Lenasia Campus)	Degree/Diploma Accounting Sciences Business Administration Administrative Management	2

HS/WC/01/2026	Nadine De Jager 012 429 2372	Institute for Social and Health Sciences	Western Cape Region (Parow)	Degree/Diploma Business Administration Administrative Management	1
CS/FC/02/2026	Nadine De Jager 012 429 2372	(CSET) Electrical and Smart Systems Engineering	Florida Campus	Diploma/National Diploma in Electrical Engineering, OR BTech/Advanced Diploma in Electrical Engineering	3

Competencies:

- Computer literacy in respect of office packages (Microsoft Office 365) and internet
- Good interpersonal relations; communication skills and telephone etiquette
- Ability to take initiative, work in a team under constant supervision
- The ability to prioritize, pay attention to details and go the extra mile
- Sense of commitment, responsibility, and punctuality
- Ability to work under pressure, and under strict deadlines
- Proficiency in English (verbal and written)
- Ability to maintain confidentiality
- Problem solving skills
- Time management
- Ability to work on multiple tasks simultaneously

Duration : 12-month Internship Agreement (not an employment contract)
Assumption of duty : 01 March 2026
Stipend : R127 576.00 PA
Closing date : 06 February 2026
Enquiries : HR contact person aligned to the position

The link will only allow access to Unisa Students and graduates. To apply please click the following link: [Application form for Internship Program 2026 – Fill out form](#)

You are required to attach the following documents on the applications process.

- Curriculum Vitae
- One-page motivational letter – why you should be considered for this internship.
- Certified copies (Not more than 6 months old) of South African ID, Matric Certificate, Academic Record and Unisa Completed Qualification.

NB: Only PDF format documents are accepted (No pictures and password-protected documents).

CORRESPONDENCE WILL BE LIMITED TO SHORT-LISTED CANDIDATES ONLY AND THEY ARE ALSO EXPECTED TO AVAIL THEMSELVES ON THE INTERVIEW DATES DETERMINED BY THE UNIVERSITY.

NB: RELOCATION WILL BE AT YOUR OWN EXPENSE

NB: BACKGROUND CHECKS WILL BE CONDUCTED FOR ALL SUCCESSFUL CANDIDATES

All applications should be submitted before 23:59PM on the closing date.

If you have not been contacted within 30 days after the closing date of this advertisement, please accept that your application was not successful.