UNISA | university of south africa

CALL FOR APPLICATIONS: INTERNSHIP PROGRAMME

APPLICATIONS ARE HEREBY INVITED FROM THE FOLLOWING CATEGORIES:

- Unemployed South African Citizens who have **completed a UNISA qualification.** which is equivalent to NQF level 6 and above.
- With no formal work experience in the field of application.
- Applicants who were previously appointed at UNISA or any other organization may not apply.
- The position reference and your UNISA student number must be accurately indicated on the portal.
- Applications for multiple positions must be submitted individually.
- Age restriction: not older than 35 years.
- Applicants must be **UNISA graduates in the required field(s) of study**.

POSITION REF NUMBER	POSITION APPLICATION & CONTACT PERSON	COLLEGE / DEPARTMENT / DIRECTORATE	LOCATION/ REGION	MINIMUM QUALIFICATION REQUIRED	NUMBER OF POSITIONS
QAE1/P/01	Xoliswa Magqazana 012 429 8280	Quality Assurance and Enhancement: Sustainability, Monitoring and Evaluation	Pretoria Muckleneuk Florida Johannesburg	Diploma/BCom in Internal Auditing, Advanced Diploma in Accounting Science, Bachelor of Accounting Science	2
FMM1/P/04	Xoliswa Magqazana 012 429 8280	Facilities Management-Maintenance	Pretoria (Muckleneuk)	Diploma/Degree in Mechanical/Electrical Engineering	4
FMM2/P/04	Xoliswa Magqazana 012 429 8280	Facilities Management-Maintenance	Pretoria (Muckleneuk)	Diploma/Degree in Mechanical/Electrical Engineering	4
FMM3/P/02	Xoliswa Magqazana 012 429 8280	Facilities Management-Maintenance	Pretoria (Muckleneuk)	Degree/National Diploma in Civil/Building	2
FMSS/P/02	Xoliswa Magqazana 012 429 8280	Facilities Management-Support Services-Waste Management and Recycling	Pretoria (Muckleneuk)	Bachelor of Environmental Science and Environmental Management	2
FMPM/P/13	Xoliswa Magqazana O12 429 8280	Facilities Management-Project Management	Pretoria (Muckleneuk) Polokwane Nelspruit	Diploma/ Degree in Civil Engineering, Structural Engineering, Construction Management, Electrical Engineering, Mechanical Engineering, Environmental Management.	9

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 Months non-renewable**
Assumption of duty	:	**01 March 2026**
Stipend	:	**R127 576.00 PA**
Closing date	:	**09 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 (NQF level 4 equivalent), Academic Record and Unisa Completed Qualification.

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

We welcome applications from persons with disabilities
Appointments will be made in accordance with Unisa's Employment Equity Plan.

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

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.