



<https://www.internswired.online/job/csir-internships-3/>

CSIR: Finance Internships 2024 / 2025 New Application

Description

CSIR is offering an exciting opportunity for dynamic and enthusiastic individuals to join our Finance team as Interns. This internship is designed to provide hands-on experience in financial operations, budgeting, and accounting within a research and development environment. As a Finance Intern, you will have the chance to work closely with experienced professionals, gaining valuable insights into the financial aspects of a leading scientific organization.

Responsibilities

- **Financial Analysis:** Assist in analyzing financial data, preparing reports, and providing insights to support strategic decision-making.
- **Budgeting and Forecasting:** Contribute to the budgeting process, assist in preparing financial forecasts, and monitor budget variances.
- **Accounts Payable/Receivable:** Support the finance team in processing invoices, managing accounts payable and receivable, and ensuring accurate financial transactions.
- **Financial Reporting:** Assist in the preparation of financial statements and reports for internal and external stakeholders.
- **Auditing:** Participate in internal and external audits, ensuring compliance with financial regulations and procedures.
- **Process Improvement:** Identify opportunities for process improvement and contribute to the implementation of efficient financial procedures.
- **Collaboration:** Work collaboratively with cross-functional teams to gather financial information and support various departments within CSIR.

Qualifications

- Currently pursuing a Bachelor's or Master's degree in Finance, Accounting, Business Administration, or a related field.
- Strong analytical and problem-solving skills.
- Proficient in Microsoft Excel and other relevant financial software.
- Excellent communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Eagerness to learn and adapt in a fast-paced environment.

Job Benefits

1. **Learning and Development:**
 - Gain hands-on experience in financial analysis, budgeting, and accounting within a renowned research and development organization.
 - Work closely with experienced professionals and mentors who can provide guidance and support your professional development.
2. **Networking Opportunities:**
 - Connect with professionals in the field of finance and research, expanding your professional network.

Hiring organization
CSIR

Employment Type
Intern

Duration of employment
3 Months

Industry
Research

Job Location
Pretoria, Gauteng, South Africa,
0002, Pretoria, Gauteng, South
Africa

Working Hours
09

Date posted
May 7, 2024

Valid through
13.01.2028

- Attend events, workshops, or seminars organized by CSIR to enhance your knowledge and build connections within the industry.
3. **Skill Enhancement:**
 - Develop and enhance your analytical, problem-solving, and communication skills.
 - Gain proficiency in financial software and tools commonly used in the finance industry.
 4. **Real-World Application:**
 - Apply theoretical knowledge gained in the classroom to real-world financial scenarios.
 - Contribute to projects and tasks that have a direct impact on the organization's financial operations.
 5. **Exposure to Diverse Areas:**
 - Collaborate with cross-functional teams, gaining exposure to various aspects of a research and development organization.
 - Learn about the intersection of finance with scientific and industrial research.
 6. **Professional Reference:**
 - Obtain a professional reference from CSIR, which can be valuable for future job applications or educational pursuits.
 7. **Work Environment:**
 - Experience the work culture and environment of a leading scientific institution.
 - Work in a collaborative and innovative setting that encourages creativity and critical thinking.
 8. **Potential for Future Opportunities:**
 - Internship experiences often open doors for future employment opportunities within the organization or related industries.
 - Gain insights into potential career paths within the finance sector.
 9. **Flexible Schedule:**
 - Depending on the internship structure, you may benefit from a flexible work schedule that allows you to balance work and other commitments.

Contacts

1. **Prepare Your Application Documents:**
 - Resume: Ensure your resume is updated, highlighting your educational background, relevant skills, and any previous experience or projects related to finance.
 - Cover Letter: Write a brief cover letter expressing your motivation for applying, outlining your suitability for the role, and mentioning any specific skills or experiences that make you an ideal candidate.
2. **Email Application:**
 - Compose an email addressed to the designated application email address specified in the job description. If there is an online portal for applications, follow the portal's instructions.
 - In the subject line of the email, include: "Finance Intern Application – [Your Name]."
3. **Attach Documents:**
 - Attach your resume and cover letter to the email. Ensure the file names are clear and professional, such as "YourName_Resume.pdf" and "YourName_CoverLetter.pdf."
4. **Introduce Yourself:**
 - Begin the email with a professional salutation, briefly introducing yourself and expressing your interest in the Finance Internship position at CSIR.

5. Application Content:

- In the body of the email, briefly reiterate your interest in the internship and highlight key points from your cover letter. Mention your academic background and any relevant skills or experiences.

6. Send Confirmation:

- End the email with a polite closing, expressing your eagerness to be considered for the position. Thank the recipient for their time and consideration.
- Request a confirmation of receipt, such as “I look forward to the opportunity and would appreciate confirmation of the receipt of my application.”

7. Submission Deadline:

- Be aware of any application deadlines mentioned in the job description. Ensure that your application is submitted before the specified deadline.

8. Follow-Up:

- If you haven't received a confirmation within a reasonable time frame, consider sending a brief follow-up email to inquire about the status of your application.