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SGS: Finance / Business Admin Internships 2024 New Application

Description

Join us for a dynamic Finance or Business Administration internship at SGS! This role provides an opportunity to learn and contribute in finance-related tasks or support business administrative functions under guidance from experienced professionals.

Responsibilities

- **Finance Internship:**
 - Assist in financial reporting and analysis
 - Support accounting tasks such as reconciliations and data entry
 - Contribute to budgeting and cost control activities
 - Participate in audits and compliance procedures
- **Business Administration Internship:**
 - Aid in administrative tasks such as documentation and filing
 - Assist in coordinating meetings and managing schedules
 - Support in data analysis and report generation
 - Contribute to process improvement initiatives

Qualifications

- Studying or recently graduated in Finance, Business Administration, or a related field
- Strong analytical and organizational skills
- Proficiency in Microsoft Office suite and other relevant software
- Excellent communication and interpersonal skills
- Ability to adapt and contribute effectively in a team environment

Job Benefits

- **Hands-On Experience:** Gain practical knowledge and real-world experience in your field of interest.
- **Mentorship:** Access guidance and mentorship from experienced professionals.
- **Networking Opportunities:** Connect with industry experts and build a professional network.
- **Learning Opportunities:** Access to training sessions, workshops, or seminars to enhance skills.
- **Exposure:** Get insight into the workings of a specific industry or company.
- **Potential for Future Employment:** Successful internships may lead to full-time employment opportunities.
- **Stipend or Compensation:** Some internships offer a stipend or compensation for expenses.

Contacts

Submit your application, including a resume and cover letter detailing your interest and suitability for the Finance or Business Administration Internship position at

Hiring organization
SGS

Employment Type
Intern

Duration of employment
3 Months

Industry
Professional Services

Job Location
Sandton, Gauteng, South Africa,
2196, Sandton, Gauteng, South
Africa

Working Hours
09

Date posted
May 3, 2024

Valid through
13.12.2024

SGS.

Join SGS for an enriching internship experience and propel your career in finance or business administration.