



<https://www.internswired.online/job/totalenergies-internships-2/>

TotalEnergies: HR Internships 2024 New Hiring

Description

TotalEnergies offers an exciting HR internship opportunity. This role aims to provide hands-on experience in various HR functions, including talent acquisition, employee relations, training, and HR administration.

Responsibilities

- Support HR team members in daily operations and projects
- Assist in the recruitment process, including candidate sourcing and screening
- Aid in employee onboarding and orientation programs
- Contribute to HR documentation, such as policies and procedures
- Assist in organizing training sessions and employee engagement initiatives
- Handle administrative tasks related to HR databases and records

Qualifications

- Studying or recently graduated in Human Resources Management or a related field
- Strong communication and interpersonal skills
- Proficiency in Microsoft Office suite
- Ability to maintain confidentiality and handle sensitive information
- A proactive attitude and eagerness to learn

Job Benefits

- **Hands-On Experience:** Gain practical exposure to various aspects of HR functions.
- **Mentorship:** Receive guidance and mentorship from experienced HR professionals.
- **Learning Opportunities:** Access to training sessions and workshops to enhance skills.
- **Networking:** Connect with industry professionals and expand your professional network.
- **Exposure to Projects:** Contribute to meaningful projects and initiatives within the HR domain.
- **Career Development:** Potential for future career prospects within TotalEnergies based on performance.
- **Compensation:** Some internships might offer stipends or financial compensation.
- **Insight into Industry:** Gain insights into the energy sector and corporate HR operations.

Contacts

Submit your application, including a resume and cover letter, detailing your interest and suitability for the HR Internship position at TotalEnergies.

Join TotalEnergies for an immersive HR internship experience and be part of

Hiring organization

TotalEnergies

Employment Type

Intern

Duration of employment

3 Months

Industry

Oil and Gas

Job Location

Johannesburg, Gauteng, South Africa, 2000, Johannesburg, Gauteng, South Africa

Working Hours

09

Date posted

April 5, 2024

Valid through

14.12.2024

shaping sustainable energy solutions for the future.