

INTERNSHIP ADVERTISEMENT 2026

The Mpumalanga Regional Training Trust is an accredited training provider in the Province. Its mandate is to develop the Human Resources base of the Mpumalanga Province through the provision of experiential, technical, hospitality and tourism, entrepreneurship and life skills training.

The ETDP SETA Mpumalanga Province and the Mpumalanga Regional Training Trust in partnership are offering an opportunity to host seven (7) **Diploma and Degree/Advance Diploma graduates** for an internship programme. The purpose of the programme is to assist unemployed graduates to acquire workplace experience and exposure according to their field of study such as Human Resources, Finance Management, Administration, Project Management, Risk management, and Legal studies

Each participating graduate shall receive a **monthly stipend of R 6000 per month (Diploma) and R7500 per month (degree/advanced diploma)** while on the programme, **for a period of 24 (Twenty-four) months**, with a start date of **01 October 2026**.

Applications are invited from suitable and qualified candidates for the below Internship positions:

1. Finance Administrator x1 (Emalahleni): Ref - FA2026

Monthly Total Stipend: R 6000

Minimum Requirements:

- National Senior Certificate (Grade12)
- National Diploma in Finance related qualification (NQF level 6)

Key Performance Areas:

- Debtors
- Creditors
- Assets
- Revenue
- Expenditure
- Project Administration

2. Human Resources and Administration x1 (Emalahleni): Ref - HR2026

Monthly Total Stipend: R 7500

Minimum Requirements:

- National Senior Certificate (Grade12)
- Degree/advanced diploma in Human resources management related qualification (NQF level 7)

Key Performance Areas:

- HR Generalist
- Labour Relations
- Payroll
- HR Development
- Project Administration

3. Legal Administrator x1 (Emalahleni): Ref - LA2026

Monthly Total Stipend: R 7500

Minimum Requirements:

- National Senior Certificate (Grade12)
- Degree/advanced diploma in Legal studies qualification (NQF level 7)

Key Performance Areas:

- Legal queries
- Provide support in legal matters
- Provide comprehensive and professional secretarial assistance to Board Committees
- Document management which includes registers and filing
- Attend to adhoc company secretariat issues from time

4. Project Management x1 (Emalahleni): Ref - PM2026*

Monthly Total Stipend: R 7500

Minimum Requirements:

- National Senior Certificate (Grade12)
- Degree/advanced diploma in Project Management (NQF level 7)

Key Performance Areas:

- Provide a clear roadmap and direction for project teams
- Efficient Resource Allocation
- Improved Performance
- Effective Monitoring and Evaluation
- Enhanced Stakeholder Satisfaction
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5. Assessor Hospitality and/ Culinary Studies x2 (Mbombela): Ref - A2026

Monthly Total Stipend: R 6000

Minimum Requirements:

- National Senior Certificate (Grade12)
- National Diploma in Hospitality Management/ Culinary Arts Diploma (NQF Level 6)
- Facilitator/Assessor certificate will be an added advantage

Key Performance Areas:

- Plan for assessment in line with assessment requirements
- Prepare learners for assessments
- Comply with budget restrictions in assessment planning and assessing
- Assess learners
- Provide feedback

6. Risk Management and Audit x1 (Emalahleni): Ref - RM2026

Monthly Total Stipend: R6000

Minimun Requirements:

- NQF Level 6 in Accounting / internal Auditing /Risk Management.

Key Performance

- Assist with identifying, documenting, and updating the risk register.
- Help conduct basic risk assessments and control reviews under supervision.
- Support internal/external audit teams with fieldwork-sample testing, file reviews, evidence gathering.
- Draft working papers and findings memos.

Applications must be submitted to: recruitment@rttrust.co.za.

Please quote the reference as per the position that you are applying for as well as the location that you are applying for e.g. **FA2026 Mbombela**

A recently updated, comprehensive CV as well as recently certified copies of all qualification including a Senior Certificate and ID-document should accompany the fully completed and signed form.

Failure to submit all the requested documents as well as applications received late will result in the application not being considered.

Correspondence will be limited to short-listed candidates only.

NB: Persons with disability are encouraged to apply!

If you have not been contacted within 10 days after the closing date of this advertisement, please accept that your application was unsuccessful.

Applications to: *or hand delivered to*

**Private Bag X7288
Emalahleni
1035**

**N4 Schonland Drive,
No. 5 Moses Kotane Street
Ferrobank, Emalahleni
1035**

E-mail: recruitment@rttrust.co.za

Enquiries: **Mr. A MNISI**

Tel: [013] 656 0857 / [013] 656 0875

NB: MRTT does not accept applications via fax.

Closing date: 04 September 2026

Mpumalanga Regional Training Trust is an equal opportunity and affirmative action employer, women and people living with disabilities are encouraged to apply. The entity reserves the right not to make any appointment to the above post.