# **Administration Internship Programme at Truworths**

Administration Internship Programme at Truworths

Deadline: 23 January 2025

Location: Cape Town, South Africa

## Administration Internship Programme at Truworths

Truworths is accepting applications for Administration Internship Programme.

Have you recently graduated with a Bachelor of Administration Degree or Advanced Diploma in Administration or related field? If you're looking for relevant work experience, Truworths can offer you an internship based at our office in the Western Cape. Our cutting edge Internship offers the ideal opportunity to kick-start your workplace experience.

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#### **Qualifications and Experience**

- South African Citizen
- A 2022, 2023 or 2024, Graduate with the relevant completed Degree/ Advanced Diploma in Bachelor of Administration or Degree in relevant field
- No work experience needed

#### **Required Documents:**

- Updated CV
- Academic Transcript and Proof of Qualification
- South African ID

#### **Competencies**

• Computer literate

### How to apply

To apply, visit Truworths recruitment portal.

Truworths is committed to Employment Equity and the potential for development of candidates from designated groups when recruiting internally and externally.

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