

PPECB HR Internship Programme 2025

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Deadline: 17 January 2025

Location: South Africa

PPECB HR Internship

The Perishable Products Export Control Board (PPECB) is accepting applications for HR Internship programme.

Main purpose

- To provide a graduate with an opportunity to gain on-the job exposure and contribute meaningfully to the organization.

High level job objectives

- To expose the Graduate on day-to-day operational activities relating to HR processes such as Recruitment; Onboarding; Employee Records; Employee Wellness; Employee Performance; Employee Relations; and Offboarding.

Qualifications

- National diploma or bachelor's degree in human resources or related

Experience

- No experience is required since it is aimed at unemployed graduates

Knowledge

- Familiarity with South African labour laws.

Skills

- Exceptional communication skills
- Strong interpersonal orientation
- English language proficiency
- Computer literacy with proficiency in MS Office

Behavioural Competency Profile:

Essential:

- Deciding and Initiating Action
- Planning and Organising
- Adhering to Principles and Values
- Delivering Results and Meeting Customer Expectations
- Achieving Personal Work Goals and Objectives
- Working with People
- Learning and Researching
- Adapting and Responding to Change
- Coping with Pressures and Setbacks

Desirable:

- Writing and Reporting
- Relating and Networking
- Persuading and Influencing
- Presenting and Communicating Information

How to apply

To apply, [visit PPECB careers portal](#).

Note: Late applications will not be considered.

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