



<https://www.jobzfrica.com/job/sefako-makgatho-health-sciences-university-internship/>

Sefako Makgatho Health Sciences University (SMU) Internship 2023 New Application

Description

Sefako Makgatho Health Sciences University (SMU) is offering an exciting and comprehensive internship program for talented and motivated individuals seeking to gain hands-on experience and professional development in the dynamic field of health sciences and higher education.

As an SMU Intern, you will have the opportunity to work closely with renowned faculty members and experienced professionals in a supportive and collaborative environment. This internship program is designed to provide you with valuable insights, practical skills, and a deeper understanding of the healthcare and academic sectors.

Responsibilities

- Assist with research projects and data analysis in various health sciences disciplines.
- Collaborate with faculty and staff on curriculum development and program improvement.
- Provide administrative support in university departments such as admissions, finance, or student affairs.
- Contribute to the planning and execution of university events, conferences, and workshops.
- Engage in community outreach and service initiatives to support the university's commitment to public health.
- Gain exposure to the operational aspects of a prestigious health sciences institution.
- Participate in workshops and seminars aimed at enhancing your personal and professional development.

Qualifications

- Currently enrolled in a relevant undergraduate or graduate program in a health sciences-related field or a related discipline.
- Strong communication, teamwork, and organizational skills.
- A strong desire to learn and contribute to the university's mission.
- Adaptability and a willingness to take on new challenges.
- Passion for healthcare, education, and community engagement.
- Proficiency in Microsoft Office Suite is a plus.

Job Benefits

- Valuable professional experience in a renowned health sciences university.
- Mentorship and guidance from experienced professionals in the field.
- Networking opportunities with faculty, staff, and fellow interns.
- Exposure to cutting-edge research and innovative healthcare practices.
- Potential for academic credit, if applicable.
- Stipend or other financial benefits, subject to availability.

Contacts

1. **Prepare Your Application Documents:**
 - Resume/CV: Make sure it includes your educational background, relevant coursework, any previous work or internship experiences, skills, and contact information.
 - Cover Letter: Customize it to express your interest in the internship, highlight your relevant skills and experiences, and explain why you believe you would be a valuable addition to the SMU team.
2. **Visit the SMU Career Page:**
 - Go to the official website of Sefako Makgatho Health Sciences University.
3. **Locate the Internship Opportunities:**
 - Navigate to the "Careers" or "Opportunities" section of the website. Look for specific details related to internships.
4. **Review the Internship Posting:**
 - Read through the internship description and requirements carefully to ensure it aligns with your background and career goals.
5. **Compile Application Materials:**
 - Attach your resume and cover letter to your application. Ensure that they are saved in an appropriate format (usually PDF or Word).
6. **Complete the Online Application Form:**
 - Some institutions may have an online application form that you'll need to fill out. Provide the required information accurately.
7. **Submit Your Application:**
 - Click the "Submit" or "Apply" button to send your application to SMU.
8. **Confirmation Email:**
 - After submitting, you should receive an automated email confirming that your application has been received.
9. **Wait for Further Communication:**
 - SMU's HR or recruitment team will review applications and reach out to qualified candidates for potential interviews or additional steps in the selection process.
10. **Follow Up:**
 - If you haven't heard back within a reasonable time frame, consider sending a polite follow-up email to express your continued interest and inquire about the status of your application.
11. **Prepare for Interviews or Assessments:**
 - If you are selected for an interview or any assessments, prepare by researching SMU, understanding the internship role, and be ready to discuss your qualifications and experiences.
12. **Accept or Decline Offer:**
 - If you receive an internship offer, carefully review the terms and conditions. If it aligns with your goals, accept the offer. If not, politely decline and thank them for the opportunity.

Hiring organization

Sefako Makgatho Health Sciences University

Employment Type

Intern

Duration of employment

3 Months

Industry

Higher Education

Job Location

Pretoria, Gauteng, South Africa, 0001, Pretoria, Gauteng, South Africa

Working Hours

09

Date posted

November 19, 2024

Valid through

16.10.2025