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UFS Internship Program 2026/27 Apply Now

Hiring organization
University of the Free State

Employment Type
Intern

Duration of employment
3 Months

Industry
Higher Education

Job Location
Bloemfontein, Free State, South Africa, 9300, Bloemfontein, Free State, South Africa

Working Hours
09

Date posted
October 24, 2026

Valid through
14.02.2028

Description

The University of the Free State (UFS) is offering an exciting and enriching internship program for talented individuals seeking valuable hands-on experience in various fields. The UFS Internship Program aims to provide interns with an opportunity to apply their theoretical knowledge in a practical work environment and develop their professional skills.

Responsibilities

- Assist and support departments within the university in their day-to-day operations.
- Contribute to ongoing projects and initiatives under the guidance of experienced professionals.
- Perform research, data collection, analysis, and report writing as required.
- Attend meetings, workshops, and training sessions to enhance skills and knowledge.
- Collaborate with team members and provide assistance in achieving departmental goals.
- Maintain accurate records and documentation related to assigned tasks.
- Carry out administrative duties as needed, including organizing files, scheduling meetings, and responding to inquiries.
- Embrace a proactive and enthusiastic approach to learning and personal development.

Qualifications

- Currently enrolled in an undergraduate or postgraduate program at the University of the Free State.
- Strong academic performance in the relevant field of study.
- Excellent written and verbal communication skills in English.
- Proficiency in computer applications and software related to the field of internship.
- Ability to work independently as well as part of a team, demonstrating strong interpersonal skills.
- Attention to detail and ability to prioritize tasks effectively.
- Demonstrated passion for the chosen field of study and a desire to gain practical experience.

Job Benefits

- Practical Experience: The internship program provides an opportunity to apply theoretical knowledge in a practical work environment. Interns will gain hands-on experience in their chosen field, enhancing their understanding and proficiency in real-world scenarios.
- Skill Development: Interns will have the chance to develop and enhance their professional skills, such as communication, problem-solving, teamwork, time management, and adaptability. These skills are valuable assets for future career growth.

- Mentorship and Guidance: Interns will receive mentorship and guidance from experienced professionals within the university. This mentorship can help interns navigate their career path, gain insights into the industry, and receive valuable advice and feedback.
- Networking Opportunities: Internships often provide opportunities to connect and network with professionals in the field. Building relationships with supervisors, colleagues, and industry experts can be beneficial for future job prospects and references.
- Personal Growth: Internships offer a chance for personal growth and self-discovery. Interns can gain confidence, develop a professional identity, and explore their strengths and areas for improvement.

Contacts

Interested candidates should submit the following documents to be considered for the UFS Internship Program:

- Updated curriculum vitae (CV) or resume.
- Motivational letter outlining the candidate's interest in the internship and relevant skills.
- Academic transcripts or records demonstrating academic performance.
- Contact details of at least two references.