



<https://www.internwired.online/job/sgs-internships-2/>

## SGS: Finance / Business Admin Internships 2024 New Application

### Description

Join us for a dynamic Finance or Business Administration internship at SGS! This role provides an opportunity to learn and contribute in finance-related tasks or support business administrative functions under guidance from experienced professionals.

### Responsibilities

- **Finance Internship:**
  - Assist in financial reporting and analysis
  - Support accounting tasks such as reconciliations and data entry
  - Contribute to budgeting and cost control activities
  - Participate in audits and compliance procedures
- **Business Administration Internship:**
  - Aid in administrative tasks such as documentation and filing
  - Assist in coordinating meetings and managing schedules
  - Support in data analysis and report generation
  - Contribute to process improvement initiatives

### Qualifications

- Studying or recently graduated in Finance, Business Administration, or a related field
- Strong analytical and organizational skills
- Proficiency in Microsoft Office suite and other relevant software
- Excellent communication and interpersonal skills
- Ability to adapt and contribute effectively in a team environment

### Job Benefits

- **Hands-On Experience:** Gain practical knowledge and real-world experience in your field of interest.
- **Mentorship:** Access guidance and mentorship from experienced professionals.
- **Networking Opportunities:** Connect with industry experts and build a professional network.
- **Learning Opportunities:** Access to training sessions, workshops, or seminars to enhance skills.
- **Exposure:** Get insight into the workings of a specific industry or company.
- **Potential for Future Employment:** Successful internships may lead to full-time employment opportunities.
- **Stipend or Compensation:** Some internships offer a stipend or compensation for expenses.

### Contacts

Submit your application, including a resume and cover letter detailing your interest and suitability for the Finance or Business Administration Internship position at

**Hiring organization**  
SGS

**Employment Type**  
Intern

**Duration of employment**  
3 Months

**Industry**  
Professional Services

**Job Location**  
Sandton, Gauteng, South Africa,  
2196, Sandton, Gauteng, South  
Africa

**Working Hours**  
09

**Date posted**  
November 4, 2024

**Valid through**  
13.12.2024

SGS.

Join SGS for an enriching internship experience and propel your career in finance or business administration.