



<https://www.jobsafrican.online/job/hr-internship-opportunities/>

## HR Internship Opportunity 2024 Apply Now

### Description

Join us for an immersive HR internship opportunity designed to provide exposure to various aspects of human resources within a healthcare-focused organization. As an intern, you will contribute to HR processes, assist in recruitment activities, participate in employee relations initiatives, and gain valuable hands-on experience in HR administration.

### Responsibilities

- Support HR team in various administrative tasks, including data entry and maintaining employee records.
- Assist in the recruitment process by sourcing candidates, scheduling interviews, and participating in candidate assessments.
- Contribute to employee onboarding processes and orientation sessions.
- Participate in HR projects and initiatives, gaining exposure to employee engagement activities and HR policy implementation.
- Collaborate with team members to support HR-related events and activities.

### Qualifications

- Pursuing or recently completed a degree/diploma in Human Resources Management or a related field.
- Strong organizational skills with attention to detail.
- Excellent communication and interpersonal skills.
- Proficiency in MS Office suite.
- Ability to work effectively in a team environment.

### Job Benefits

- **Hands-On Experience:** Gain practical exposure to various HR functions within a healthcare-focused organization, contributing to a well-rounded understanding of HR operations.
- **Professional Development:** Access mentorship and guidance from seasoned HR professionals, enhancing your skills in recruitment, employee relations, HR administration, and more.
- **Exposure to Healthcare Industry:** Explore the intersection of human resources and healthcare, gaining insights into the unique challenges and opportunities within this dynamic sector.
- **Networking Opportunities:** Connect with professionals in the healthcare and HR fields, expanding your professional network for potential future career opportunities.
- **Learning Environment:** Work in a supportive and collaborative environment that encourages learning and personal development, providing a platform to enhance your abilities.
- **Career Growth:** Successful completion of the internship may open doors to potential career prospects within Wits Health or related sectors, leveraging the skills and experience gained during the internship.
- **Contribution to Healthcare Initiatives:** Contribute indirectly to healthcare

### Hiring organization

Wits Health

### Employment Type

Intern

### Duration of employment

3 Months

### Industry

Research Services

### Job Location

Johannesburg, Gauteng, South Africa, 2000, Johannesburg, Gauteng, South Africa

### Working Hours

09

### Date posted

July 8, 2024

### Valid through

08.12.2025

improvements by supporting HR processes that help in the efficient functioning of a health research institution.

- **Recognition of Contribution:** Acknowledgment of your efforts and contributions to HR-related projects and initiatives during the internship tenure.

### **Contacts**

Submit your application, including a resume and cover letter outlining your interest and suitability for the HR internship opportunity at Wits Health.

Join Wits Health to gain practical HR experience and contribute to advancing healthcare initiatives.