



human settlements

Department:
Human Settlements
REPUBLIC OF SOUTH AFRICA



Social Housing Regulatory Authority

32 Princess of Wales Terrace, Parktown, 2193

APPLICATIONS FOR SHRA INTERNSHIP PROGRAMME

The Social Housing Regulatory Authority (SHRA) is a schedule 3A public entity of the Department of Human Settlements established in terms of the Public Finance Management Act, No. 1 of 1999 (PFMA), with the mandate to provide rental social housing for low to medium income earners as per the Social Housing Act, No 16 of 2008.

The SHRA wishes to invite applications from the graduates for Internship opportunities which are aimed at providing unemployed young graduates below the age of 35 with workplace experience.

The young graduate programme is a two-year programme aimed towards providing work experience to young graduates from various Universities and the University of Technology. This opportunity is open to South African citizens.

APPLICATION PROCESS FOR INTERNSHIP

Applicants must take note of the following requirements:

1. Applications must be submitted on the SHRA application form, obtainable from the SHRA website. The form must be accompanied by certified copies of the Identity Document (ID), relevant qualifications, a CV and proof of residential address. Please don't send pictures.
2. Applications without the above will not be considered.
3. Candidates automatically consent to qualifications and criminal background checks, including employment, credit, company ownership directorship and reference checks by submitting their applications.
4. SHRA reserves the right to or not to make appointments. If no response is received from SHRA within 60 days after the closing date, it must be presumed that your application wasn't successful. Correspondence regarding the advertised will be limited to successful candidates only.
5. Applications must be submitted to recruitment@shra.org.za on or before 01 February 2024. Late applications will not be considered.

1. INTERNSHIP: X1 SECTOR DEVELOPMENT & TRANSFORMATION ADMINSTRATOR

a) Position	Project Administrator	b) Department / Unit	SD&T
c) Reporting Position	SD&T Specialist	d) Location	Johannesburg
e) Key Learning Areas		f) Requirements	
<ul style="list-style-type: none"> • Data Capture & Analysis • Contract management • Engage with stakeholders • Support SD&T Specialists on various projects • Manage SD&T Dashboard • Review and amend contracts • Reporting 		<ul style="list-style-type: none"> • Grade 12 • NQF level 7 Qualification in: <ul style="list-style-type: none"> ○ Human Settlements Housing qualification ○ Built Environment Qualification • Relevant computer literacy with Microsoft Office understanding, MS Excel, etc • Pay attention to detail • Good interpersonal communication skills • Organised • Willing to learn 	
g) Stipend		R10 000.00	
h) Experience		None	
i) Duration		24 months	

2. INTERNSHIP: X 2 CAR COMPLIANCE, ACCREDITATION AND REGULATIONS

a) Position	Regulations Officer	b) Department / Unit	CAR
c) Reporting Position	Regulations Manager	d) Location	Johannesburg
e) Key Learning Areas		f) Requirements	
<ul style="list-style-type: none"> Regulations monitoring and enforcement Compliance Information Management and Reporting Engaging with stakeholders 		Qualifications / Knowledge (including most relevant field of study) <ul style="list-style-type: none"> Grade 12 NQF Level 7, National Diploma/Bachelor's Degree in Law Required computer literacy Pay attention to detail. Good interpersonal communication skills Knowledge of relevant legislatures 	
g) Stipend	R 10 000.00		
h) Experience Required	None		
i) Duration	24 months		

3. INTERNSHIP: X 2 LEGAL INTERN

j) Position	Legal Intern	k) Department / Unit	Legal
l) Reporting Position	Legal Manager	m) Location	Johannesburg
n) Key Learning Areas		o) Requirements	
<ul style="list-style-type: none"> Review and correct contracts Drafting of contracts Engage with internal stakeholders and service providers Reporting 		Qualifications / Knowledge (including most relevant field of study) <ul style="list-style-type: none"> Grade 12 NQF Level 7, National Diploma/Bachelor's Degree in Law Required computer literacy Pay attention to detail. Good interpersonal communication skills Knowledge of relevant legislatures 	
p) Stipend	R 10 000.00		

q) Experience Required	None
r) Duration	24 months