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ABSA: HR Learnerships 2024 / 2025 New Hiring

Description

ABSA is offering an exciting opportunity for enthusiastic and motivated individuals to join our HR Learnership Program. This program is designed to provide aspiring HR professionals with hands-on experience and comprehensive training in various aspects of human resources within the dynamic financial services industry.

Responsibilities

- Participate in a structured learnership program aimed at developing practical HR skills and knowledge.
- Rotate through different HR departments, gaining exposure to various functions such as recruitment, talent management, learning and development, employee relations, and HR operations.
- Collaborate with HR teams on projects, initiatives, and day-to-day activities to support business objectives and enhance learning experiences.
- Engage in training sessions, workshops, and mentorship opportunities facilitated by experienced HR professionals.
- Complete assigned tasks, projects, and assessments as part of the learnership curriculum.
- Demonstrate commitment, proactivity, and a willingness to learn throughout the program duration.

Qualifications

- Matric certificate (Grade 12) with a keen interest in pursuing a career in Human Resources.
- Currently enrolled in or recently completed a relevant HR qualification (certificate, diploma, or degree) from a recognized institution.
- Strong communication, interpersonal, and organizational skills.
- Adaptability and eagerness to learn in a fast-paced environment.
- Ability to work well within a team and contribute positively to collaborative projects.
- Basic computer literacy and proficiency in MS Office applications.

Job Benefits

- Gain practical work experience in a leading financial services organization.
- Receive mentorship and guidance from seasoned HR professionals.
- Develop a foundational understanding of HR practices and functions.
- Opportunity for career growth and potential permanent employment based on performance and business needs.
- Competitive stipend or allowance during the learnership period.

Contacts

1. **Prepare Your Application Materials:** Gather the necessary documents, including your updated resume or curriculum vitae (CV) and a motivational letter. Ensure that your CV highlights your education, relevant skills, and any

Hiring organization

ABSA

Employment Type

Intern

Duration of employment

3 Months

Industry

Financial Services

Job Location

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

Working Hours

09

Date posted

November 2, 2024

Valid through

24.11.2024

previous experience that aligns with HR or related fields. The motivational letter should express your enthusiasm for pursuing a career in HR and why you believe this learnership opportunity at ABSA is suitable for your career aspirations.

2. **Review the Requirements:** Double-check that you meet the minimum qualifications and criteria outlined in the job description. Ensure you have the necessary educational background and skills required for the learnership program.
3. **Submit Your Application:** Send your application materials via email to the designated address provided by ABSA. The email address or contact details for applications are typically mentioned in the job advertisement or job description. Make sure to attach your resume/CV and motivational letter in a format requested by the company (PDF, Word document, etc.).
4. **Craft a Compelling Motivational Letter:** Use the motivational letter as an opportunity to showcase your passion for HR, your understanding of the industry, and how the learnership aligns with your career goals. Highlight your strengths, eagerness to learn, and what you hope to gain from the program.
5. **Follow-Up:** After submitting your application, consider following up with a polite email or phone call to confirm that your application has been received. This demonstrates your enthusiasm and proactive approach.
6. **Stay Informed:** Keep an eye on your email for any communication from ABSA regarding your application status. They may contact you for further interviews or assessments.