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## Free State Dept of Economic and Small Business Development: Internships 2024

### Description

The Free State Provincial Government is committed to fostering economic growth and development within the region. As part of our dedication to empowering local communities and promoting entrepreneurship, the Free State Department of Economic and Small Business Development offers internship opportunities to passionate individuals seeking hands-on experience in economic development, business management, and related fields.

We are seeking enthusiastic and dedicated interns to join our dynamic team at the Free State Department of Economic and Small Business Development. As an intern, you will have the opportunity to gain valuable insight and practical experience in various aspects of economic development and small business support initiatives.

### Responsibilities

- **Research and Analysis:** Conduct research on economic trends, market opportunities, and industry sectors to support the development of economic policies and strategies.
- **Project Support:** Assist in the planning, implementation, and monitoring of economic development projects and programs aimed at promoting growth and sustainability.
- **Small Business Support:** Provide administrative support to programs aimed at assisting small businesses, including registration assistance, training workshops, and access to funding opportunities.
- **Data Management:** Compile and maintain databases related to economic indicators, business enterprises, and government initiatives to support informed decision-making.
- **Stakeholder Engagement:** Assist in organizing events, workshops, and meetings with stakeholders including business owners, government officials, and community organizations.
- **Policy Development:** Contribute to the development and review of policies and strategies aimed at enhancing economic development and fostering entrepreneurship within the Free State province.
- **Documentation and Reporting:** Prepare reports, presentations, and other documentation to communicate project progress, outcomes, and recommendations effectively.

### Qualifications

- Currently enrolled in a relevant undergraduate or postgraduate program in economics, business administration, development studies, or a related field.
- Strong analytical skills with the ability to conduct research, analyze data, and present findings effectively.
- Excellent communication and interpersonal skills, with the ability to collaborate effectively with colleagues and stakeholders.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) and other relevant software applications.

### Hiring organization

Free State Provincial Government

### Employment Type

Intern

### Duration of employment

3 Months

### Industry

Government

### Job Location

Bloemfontein, Free State, South Africa, 9300, Bloemfontein, Free State, South Africa

### Working Hours

09

### Date posted

November 3, 2024

### Valid through

30.05.2028

- Passion for economic development, entrepreneurship, and contributing to the growth of local communities within the Free State province.
- South African citizenship or permanent residency is required.

### **Job Benefits**

- Practical hands-on experience in economic development and small business support initiatives.
- Mentorship and guidance from experienced professionals in the field.
- Networking opportunities with government officials, industry experts, and local entrepreneurs.
- Opportunity to make a meaningful impact on the economic growth and development of the Free State province.
- Stipend or allowances may be provided, subject to budget availability.

### **Contacts**

Interested candidates are invited to submit their CV, cover letter, and academic transcripts. Please indicate "Internship Application – Free State Dept of Economic and Small Business Development" in the subject line. Shortlisted candidates will be contacted for interviews.

Join us in shaping the future of economic prosperity in the Free State province!