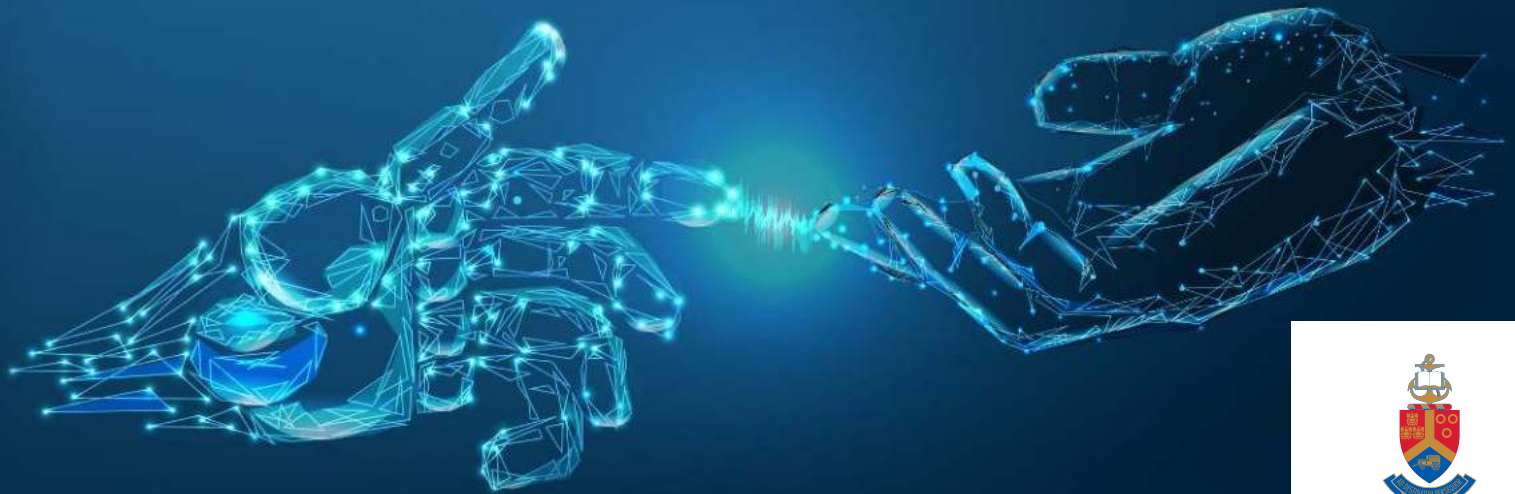


FUTURE-FIT GRADUATES START YOUR CAREER



UNIVERSITEIT VAN PRETORIA
UNIVERSITY OF PRETORIA
YUNIBESITHI YA PRETORIA

23/24 Career Services Graduate Guide

Make today matter

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and complete the application form.

Don't miss this opportunity to grow with us!



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**Make today matter.
Study at UP**

#ChooseUP



WELCOME TO CAREER SERVICES: ABOUT US

Welcome to Career Services where we'll guide you to become more employable while studying towards your qualification.

Career Services at the University of Pretoria (UP) provides a centre of support for UP students and graduates to assist them in preparing for their careers, because your success matters. Career Services is located in the Old Chemistry building on the Hatfield campus where students are welcomed in a friendly environment where they can receive advice and assistance to plan and prepare for their careers.

The Career Services team wishes you success for your future professional endeavours. We look forward to seeing you at our various employment-related initiatives and to provide you with the necessary support to embark on your professional career.

The Career Services office offers the following services

- > Career events and fairs
- > Graduate recruitment events
- > Hosting employers for job interviews and assessments
- > Providing one-on-one employability assistance
- > Hosting virtual employability workshops
- > Specialist webinars
- > Advertising job opportunities
- > Providing articles on current ready-for-work and employability related practices.



PLAN YOUR YEAR

UNIVERSITY OF PRETORIA

9 June	Lectures end for quarter 2 and semester 1
10 - 29 June	Examinations of first-quarter, second-quarter, and first-semester modules
30 June - 6 July	Supplementary examinations of first-quarter, second-quarter, and first- semester modules
7 - 23 July	Recess
10 July	Last day for submission of supplementary examination marks of first-quarter, second-quarter, and first-semester modules
24 July	Lectures commence for quarter 3 and semester 2
4 August	Last day of registration for quarters 3 and 4 or Semester 2 (No student is permitted to register for a module after the first two weeks of lectures have passed, with the exception of cases that have been approved by the Registrar)
22 August	Closing date for amendments or cancellation of modules (quarter 3, 4, and semester 2)
9 September	#ChooseUP Day
12 September	Lectures commence for quarter 4
14 - 25 September	Recess
6 October	International Students' Day
28 October - 7 December	Cooling-off period for all non-academic student activities before and during the examination period
10 November	Lectures end for quarter 4, semester 2
11 - 29 November	Examination of third-quarter, fourth-quarter, second-semester, and year modules
1 - 7 December	Supplementary examinations of third-quarter, fourth-quarter, second-semester and year modules
7 December	Academic year ends
11 December	Last day for submission of supplementary examination marks of third-quarter, fourth-quarter, second-semester, and year modules



21 APRIL

Veterinary Career Fair



MAY

General



MAY

Natural and Agricultural
Sciences



MAY

Theology and Religion



1 & 2 AUGUST

Engineering, Built
Environment & IT



3 AUGUST

Management Sciences



CALENDAR

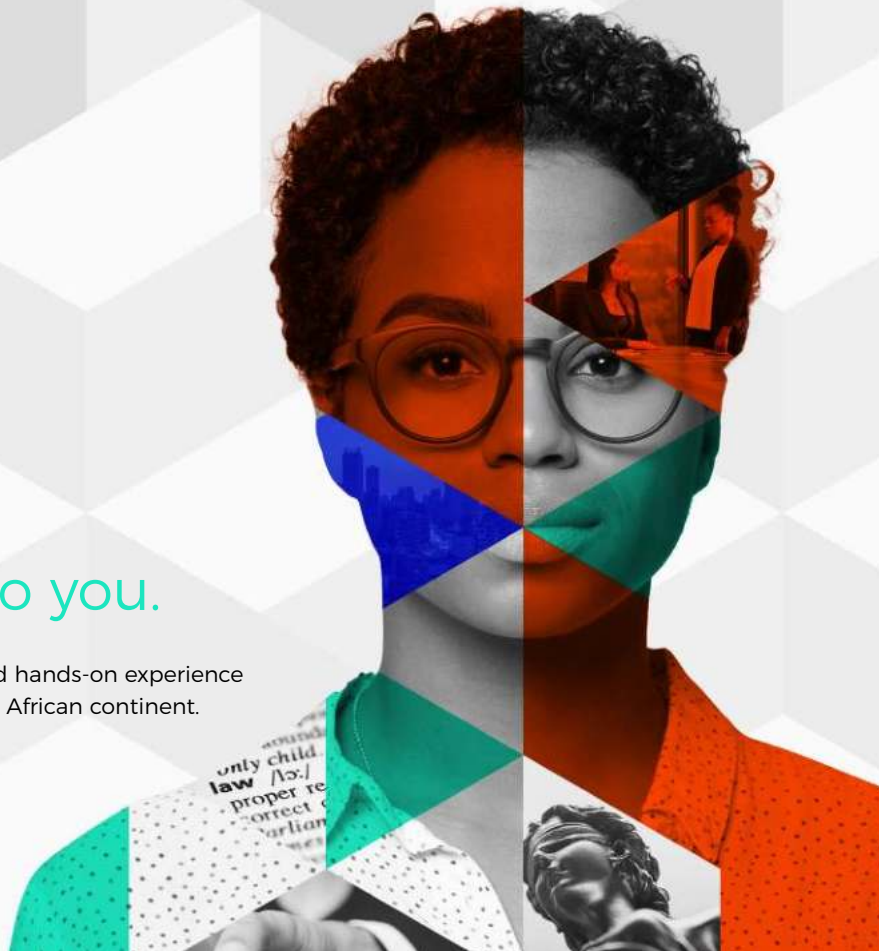
CAREER FAIRS

What's the appeal?

Legal matters and so do you.

We not only offer our candidates individualised training and hands-on experience but access to some of the most brilliant legal minds on the African continent.

If this appeals to you, apply now.



» Keep us close



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www.werksmans.com/graduates

MANAGER'S NOTE



Welcome to the UP's Career Service Office. I am pleased to introduce the graduate handbook theme for 2023: *Future-fit Graduates*. Our office has conducted intensive research and surveyed internal and external stakeholders to come up with this handbook. With the evolution of the workforce, we believe in producing graduates who have the skills, knowledge and attributes necessary to succeed in the rapidly changing and evolving future job market. We believe that graduates should be equipped with technical skills specific to their chosen field, as well as a range of transferable skills, including critical thinking, problem-solving, communication, ability to work in teams, adaptability and digital literacy.

As the job market becomes increasingly competitive and with technological advances, graduates need to be future-fit to ensure their employability and career success. Employers are looking for graduates who can demonstrate a willingness to learn, adapt and continuously improve their skills to meet the demands of the ever-changing job market.

To become future-fit, graduates should focus on developing their soft and technical skills. They should take advantage of opportunities to gain work experience through internships at UP, volunteering or part-time jobs. Graduates should also invest in their professional development by attending industry events such as our UP career fairs, participating in online courses and

training such as our CV and cover letter sessions, mock interview and employability workshops, and seeking out mentorship and networking opportunities offered by the Career Services Office.

Being a future-fit graduate requires a proactive approach to career development, a commitment to lifelong learning, and a willingness to adapt to change. Graduates can thus position themselves for success in the future job market. We aim to offer our support and services to students for up to two years after graduation to ensure they are prepared for their prospects. Our office has grown in impact over the last few years, and we would like to thank our internal and external stakeholders for assisting us in offering the optimum support to our students. As professionals who play a crucial role in helping students and alumni navigate their career paths, you are at the forefront of shaping the future of the workforce.

I urge you to recognise the importance of your work and its impact on the lives of those you serve. Thank you for all you do to help prepare the next generation of leaders for success in the workforce. Our guide was developed with the intent of engineering social change among our student population. **Enjoy it and make the most of the resources provided.**

Thank you

MEET THE TEAM

- 1 Tando Tyakume:** Project Coordinator:
Employer Engagement & Career Fair Events
- 2 Johannah Koko Legodi:** Project Coordinator:
Internships and Graduates Placements
- 3 Robinson Mosebi:** Senior Administration Assistant
- 4 Tlou Chelopo:**
Senior Administration Assistant
- 5 Michele le Grange:**
Career Service Manager
- 6 Krinesha George:**
Project coordinator: Mentorship and Employability
- 7 Ezekiel Modikoa:**
Senior Administration Assistant



CAREER PLANNING

“If you fail to plan, you plan to fail.”

– Benjamin Franklin

These words by Benjamin Franklin apply to all spheres of an individual's life. It should resonate in particular with young, inexperienced students and graduates looking for employment. The process of career planning should begin soon after one has enrolled at an institution for a specific degree; however it's never too late to start. Career planning is critical in setting up an action plan.

HOW WILL YOU ACHIEVE YOUR LONG
AND SHORT TERM GOALS?

The process starts by asking important questions such as: What do I want to do for a living? What would I be expected to do daily? Which qualities and skills do I need to be successful at this job? The answers to these questions are important for the career planning process and will help students and graduates take responsibility for their career journeys.

Students often don't do adequate research before embarking on their career paths, leaving them confused and uncertain about what to expect of their future careers. Without extensive research you will not have adequate knowledge about the career you wish to follow, resulting in unmet expectations for your first job, and not knowing what the career requirements are. What will be my responsibilities in my chosen role?

To clear some of this confusion, <https://www.prospects.ac.uk/>, a UK-based resource provides the opportunity to learn more about one's selected profession and what it entails in detail. It further breaks down the required skills for the profession. There are over 400 job profiles waiting to be explored.

WHICH EMPLOYERS SHOULD YOU TARGET?

Job searching requires a sensible approach and understanding which employers you need to target. This requires exploring potential employers in your industry while studying.

To learn more about potential employers visit our company listing from page 144 of this book.

Exploring LinkedIn or individual company websites will also help you looking for potential employers.

DO YOU WANT TO BE A
CHARTERED ACCOUNTANT,

but not sure how you're going
to pay for your university studies?

Let Thuthuka inspire you to success

Every year, the South Africa Institute of Chartered Accountants' (SAICA's) **Thuthuka Bursary** funds African and Coloured students at selected SAICA-accredited universities in fully funded and supported undergraduate BCom Accounting, PGDA and CA stream programmes to help them reach their dream of becoming a Chartered Accountant [CA(SA)].

What is Thuthuka?

Thuthuka is a bursary like no other. Covering more than just your tuition, books, meals and accommodation, Thuthuka also offers additional psycho-social and academic support to assist you in bridging the gap between high school, university and the world of work. Thuthuka provides the support system that enables you to succeed and realize your dream of becoming a CA(SA). So, if you're an African or Coloured Grade 12 learner who is achieving a level 5 pass in Maths (not Maths Literacy) or a university student studying a CA-stream and supported undergraduate BCom Accounting or PGDA programme and you need financial assistance, Thuthuka is a solution for you.

To find out more about the Thuthuka Education Upliftment Fund (TEUF) go to the SAICA website www.saica.org.za/initiatives/thuthuka

To apply for the Thuthuka bursary, visit www.thuthukabursaryfund.co.za/ | 2024 applications close on 31 August 2023.

#BecomeADifferenceMaker

Attention Students

Are you in your penultimate or final year of studying?

Have you applied for that dream job?

Do you feel nervous or unsure about interviews?

Would you like to feel confident and prepared when you go to your next interview?

We can help!



MENTORING



INTERVIEW SKILLS



RECRUITMENT



CV ASSISTANCE

We offer interview coaching and mentoring to students in their final or penultimate year who are nervous about interviews. Our services include personalized coaching, mock interviews, feedback, and guidance on answering tough questions. With 16 years of experience, we can help you develop a tailored strategy to achieve your career goals.

Don't let nerves or lack of confidence hold you back from achieving your goals.

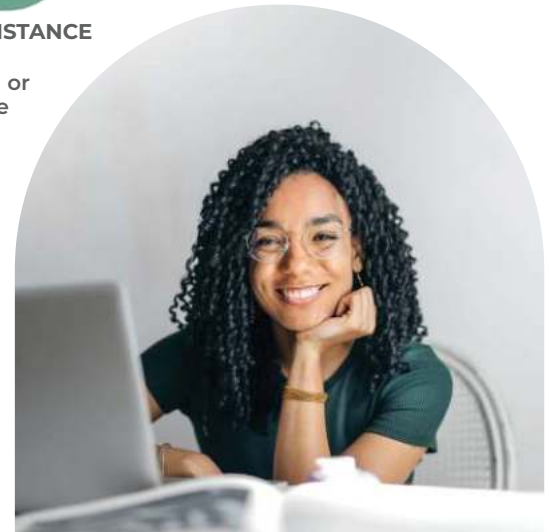
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 Nicol Way Office Park



WHY DO YOU NEED MORE THAN A DEGREE?

A degree alone is not enough to get you hired. As they say, start as early as you can – especially if you plan on landing a high-earning graduate job. Students can start acquiring skills while they study by working part-time or during university holidays to build their CV and increase their employability. Employers look for part-time work on CVs as it shows them that you are self-motivated, reliable and have experience in the field.

Even if you don't find industry-relevant part-time positions, just working in a job environment can boost your skills level and employability. This is why UP has many on-campus temporary positions available for all students on TuksCareers.

EMPLOYABILITY

“Employability is having a set of skills, knowledge, understanding and personal attributes that make a person more likely to choose and secure occupations in which they can be satisfied and successful.”

- Dacre Pool & Sewell 2007




The main objective of any graduate is to enter the labour market through gaining employment. According to figures from Stats SA, South Africa had a recorded unemployment rate of 51.52% in 2022. Irrespective of educational levels, Stats SA reports that youth unemployment remains a national burden. This can be particularly concerning for new graduates seeking to enter the world of work.

With a competitive job market, graduates need to position themselves in a way that attracts potential employers. By enhancing their employability skills, graduates can significantly improve their chances of securing employment.

Furthermore, a good indication of advanced employability skills is the ability to continuously improve professional skills to maintain employment and find even better opportunities in the future. Thus, employability refers to the continuous self-development of professional skills. It is an unceasing process that requires life-long learning. It is therefore important to always invest in continuous learning.

The following pointers can assist students and graduates to improve their employability:

- > Attend a career fair
- > Get on-campus or vacation work
- > Complete the Ready for Work Programme
- > Attend employability workshops
- > Complete LinkedIn learning courses
- > Attend career exhibitions
- > Participate in the mentorship programmes
- > Join a society



WHY DO YOU NEED
MORE THAN A
DEGREE?

BUILDING A **STRONG, POWERFUL** CV AND COVER LETTER

Your first job isn't your last job and your first job application isn't your last job application. Keep in mind that your CV and cover letter serve as your first impression to the employer. It allows employers to evaluate if you will be a good fit for the company. CV and cover letter workshops are aimed to give students the skills and confidence to present themselves as a brand to employers.

An example of a curriculum vitae (CV) and cover letter:

ELISE MCCABE

Bachelor of Engineering - Chemical Engineering

Mobile: 071 885 1887 | Email: elise@careermanagementconsulting.co.za

Residential Area: Randburg, Johannesburg | LinkedIn Profile:

<https://www.linkedin.com/in/elise-mccabe>

PROFESSIONAL PROFILE

A resilient chemical engineering graduate with a passion for water treatment, I graduated from the University of Pretoria, with Environmental Engineering as my selected specialisation, which focused on water treatment. I have a total of four months of exposure to different industries, namely water treatment, paper recycling, cosmetic and mining engineering industries, where I have gained the following technical experience:

- Chemical analysis (12 months) - tested for COD, TSS, pH, and TDS during an internship.
- Data analysis (6 months) - experienced analysing a months' worth of flow rates for a steady state mass balance.
- Laboratory operations (18 months) - involved in laboratory work during my undergraduate and internship.
- Mass balance creation (2 months) - experience in a paper recycling plant and diamond tailings processing plant.
- Technical report writing, process investigations, and research papers

I have an excellent theoretical and practical appreciation of various aspects of chemistry and mathematics, with a clear focus on how they can be applied appropriately in solving various problems. Additionally, with a creative ability to think laterally and enthusiastic about my self-development, I am currently completing a 'Python for Data Science and Machine Learning Bootcamp' course through UdeMy.

KEY COMPETENCIES AND SKILLS

- Aspiring leader - experience in mentoring and guiding youth.
- Communication - comfortable articulating and presenting technical jargon.
- Conflict management - learnt to navigate and handle myself in conflict and risk situations.
- Curious - eager to learn new skills such as programming through UdeMy.
- Decision-maker - comfortable making quick decisions and trying new solutions.
- Energetic - proactive and actively seeking solutions to problems.
- Problem-solving - competed in a team, 8/8 puzzles from CS50x Harvard puzzle day 2020.
- High levels of adaptability - exposure to various industries and unique work cultures.
- Resilient - when it comes to a problem, I rarely give up, instead I am persistent and I try different approaches.
- Teamwork - I am a keen collaborator having been selected as the netball captain by my peers during high school. This attests to my ability to communicate and earn the respect of my peers.

COMPUTER SKILLS

Proficient in Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Microsoft Visio, LaTeX (document preparation system), Aspen Plus (chemical process simulator) and Python (programming language) with basic knowledge of Java.

WORK EXPERIENCE

Freelance Material Sciences Editor | Company name (March 2020 - present)

Overview: XXXX scientific communications company that offers editorial solutions for researchers. I worked virtually on an online platform. Jobs are sent to me where I review and select jobs that I would like to complete based on my knowledge, interest level and time constraints.

Key Responsibilities

- Editing material science manuscripts such that the final text is in standard scientific English and is free of unclear or unidiomatic sentences.

- Editing the format of the manuscript to ensure it aligns with the target journals' guidelines.
- Research into the subject matter to ensure the content is novel.

Key takeaway: Ability to understand new complex ideas and technologies in a short time frame and deliver work timeously.

Mentor | Company name (November 2019)

Overview: XXXX is a 3-week outdoor education programme designed to develop the students' leadership skills, teamwork skills and sense of self. Students are exposed to different activities, such as astronomy (presented by a lecturer from Wits University), rock climbing, hiking, orienteering, cooking, cultural arts and performances, an environmental education programme, knot tying and zoological identification.

Key Responsibilities

- Leading nine students through the programme.
- Identifying the students' strengths including, but not limited to, leadership, trustworthiness, creativity, discipline, dedication, and problem solving.
- Educating students about the different species of fauna and flora, the environmental impact of humans and sustainable management of our resources.
- Compiling a report on each student describing their communication style (interactions with the group and me), strengths, parts of the process they thrived at and possible areas of self-improvement.

Key takeaway: Situational management; ability to determine the best approach when facing new and challenging situations.

EDUCATION | QUALIFICATION (start with the most recent qualification)

2011 - 2017: Bachelor of Engineering (Chemical Engineering) University

(In 2016 I took a break from university, returning in 2017 to complete my degree)

- Final year project: Stability testing of emulsion formulations for an anti-cancer active plant extract; formulated several lotions and creams. Once the formulations were made, their emulsion stability was tested by comparing the droplet size distributions over time.

2010 - 2011: Bachelor of Sciences (Zoology) | University

- I completed and successfully passed my 1st year before changing degrees to chemical engineering, something that was more in line with my passion for applying mathematics to problems.

2005 - 2009: National Senior Certificate | XXXX High School

- Distinctions: Mathematics (85), Life Sciences (81), Life Orientation (84)
- Other completed subjects: Physical Sciences (73), English Home Language (73), Afrikaans First Additional Language (72), Accounting (62)

PASSIONS | INTERESTS

Enjoy hiking, programming, traveling, and reading. Additionally, I am formerly an elite orienteer (represented South Africa at the World Orienteering Championships).

REFERENCES

Add referee, company, and contact details if required to be provided in the job application.

COVER LETTER TEMPLATE

Street Address
City/Town
Province, Postal Code
Date

You do not have to include these details if your letter is being sent via email

Recruiter's name
Title
Company/ Organisation/ Institution
City/Town

APPLICATION FOR XXX VACATION PROGRAMME 2018 (This is your subject line)

Dear Mrs./ Mr./ Dr _____

*Always try and address the relevant individual personally. If you are unsure of their name, Dear Sir/ Madam is more appropriate than saying "to whom it may concern" *

INTRODUCTION – 1 PARAGRAPH: Who are you and what do you want? Briefly introduce yourself in terms of your current career e.g. I am currently completing the final year of my philosophy degree at the University of Pretoria. State your interest in the organisation or position. You do not need to include your name and surname. How were you made aware of this specific vacancy? This paragraph could also mention the name of an individual who recommended that you contact the employer or cite the research that prompted you to write. It is important to indicate why you are interested in their organisation.

BODY- MAX 3/4 PARAGRAPHS: Why are you a good candidate? The middle paragraph should consist of a selection of highlights from your background that would be of great interest to the organisation and create a notion of 'person-job-fit'. Focus on the job description, highlight what you match with, and justify with examples of education history and experience e.g. "Through my experiences as the Chairperson of ABC society, my leadership skills were greatly enhanced, and this is why I believe I am the best candidate for this position."

Again, try to display knowledge of the specific field and organisation. Use action verbs to describe relevant skill expertise and mention specific knowledge you may have.

Closing PARAGRAPH: Mention that you are available to meet for a possible interview. Your closing paragraph should outline the procedure for action. Mention if there are any other attachments (only if required). Always thank the addressees for their time and interest.

Sincerely

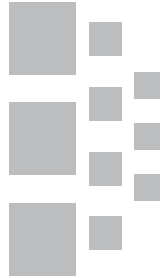
(Your signature)

Name and Surname

***Try to limit your cover letter 1-page maximum unless stated otherwise by the job specification*.**



THE FIDUCIARY INSTITUTE OF SOUTHERN AFRICA



PEOPLE | PLANET | PROFITS

Q

Are you a law or accounting graduate?
Do you have a highly developed sense of ethics?
Do you want to help others while making money?

A

A range of interesting careers in fiduciary practice awaits you.
"Fiduciary" implies a sense of duty and care - which is what you will have as a fiduciary practitioner whether

What must I do?

- Become a candidate member of the Fiduciary Institute of Southern Africa (FISA)
- Then consider doing the Advanced Diploma in Estate & Trust Administration through the University of Free State (distance learning)
- Following which you can apply to FISA for the ultimate designation of Fiduciary Practitioner of SA® (FPSA®)

Did you know?

FISA has developed an extensive archive of fiduciary-related court case summaries. You can read these on our website under "Court cases".

Find out more at www.fisa.net.za or contact secretariat@fisa.net.za

Join us   

FIDUCIARY: WHAT DOES IT MEAN?

Many people may have come across the word 'fiduciary' and yet may not fully understand what it means. The word comes from the Latin *fiducia*, meaning confidence, trust, or reliance. In its most literal sense, 'fiduciary' means looking after something on someone else's behalf. In fact, the mere act of entrusting someone with something to give to another involves a fiduciary relationship.

Most home-owners will have come across the concept of 'fiduciary' when buying a house. The deposit on the property is paid into the trust account of the transferring attorney until the date of transfer. The transferring attorney in this instance is acting in a fiduciary capacity. Put in a more technical way, a fiduciary is an individual or company holding assets for the benefit of another party, usually with the legal authority and duty to make decisions regarding financial matters on behalf of the other party. The word 'fiduciary' also denotes a legal duty to act in the best interests of another.

In South Africa, the fiduciary industry has come to represent the activities of those involved in estate planning, drafting of wills, the setting up and management of trusts, estate administration, and so forth. Hence the name of the only body solely representing South African fiduciary practitioners is The Fiduciary Institute of Southern Africa (FISA).

The fiduciary industry, as it is known in several jurisdictions around the world, in fact, has its roots in South Africa, where the first estate in the world to be handled by a corporate body occurred in 1834. From there the concept of trust companies and boards of executors grew around the country, and elsewhere in the world.

Fiduciary touchpoints

There are potentially many stages in the life of an individual where he or she could be affected by or involved in a fiduciary relationship. These could include the following:

- > A minor child becomes the beneficiary of a testamentary trust set up upon the death of his or her parents; here the trustees of the trust will act in a fiduciary capacity for the benefit of the child.
- > When you have your will drafted, it is strongly advisable to use someone skilled in fiduciary matters. Even the simplest of estates can lead to complexities of interpretation if not drafted by an expert. Do-it-yourself and online wills are not advisable unless at least checked by a fiduciary practitioner.
- > Your will should be reviewed regularly. In particular, life-changing events such as marriage, divorce or the birth of a child lead to a need to review your will. Again, it is best to seek fiduciary advice is best sought.
- > Before receiving or accumulating assets, you may wish to set up a trust to hold such assets. A fiduciary practitioner can help set up a trust and act as independent trustee, again in a fiduciary capacity.
- > Many people are nominated as executors in an estate, especially of their spouse or other family member. As an executor, regardless of whether you appoint an agent to assist you or not, you will be acting in a fiduciary capacity.
- > If you are a director of a company, you act in a fiduciary capacity.
- > If you are the treasurer of your local sports club, you act in a fiduciary capacity on behalf of the sports club members.

Above are just some of the many areas in which the average citizen can be affected by or involved in a fiduciary relationship.

A career in the fiduciary industry

If you are interested in working in the fiduciary field, you can find out more, including about candidate membership of FISA, at www.fisa.net.za

WHY DO YOU NEED
MORE THAN A
DEGREE?

APPLICATION TRACKING SYSTEM (ATS)

Do not allow the robot to have the last say. Recruiters have been tasked with going through hundreds to thousands of applications for advertised positions in their company. To reduce their workload, they have developed a “sieving” technique which is known as the application tracking system (ATS). The ATS is software that organises and filters job applications for recruiters, allowing for a manageable recruitment process. The predetermined criteria on the software can then reject several thousand applications.

HOW DOES AN INDIVIDUAL SEEKING EMPLOYMENT BYPASS THE SYSTEM?

ATS cannot be bypassed, it needs to be known and understood. This is done by being aware of the use of the ATS in the recruitment process and how to approach the application process in an ATS-friendly manner.

To ensure the robot does not have the last say, below are tips to be considered to avoid application rejection:



DO NOT use too many fonts, do not overuse capitalisation, use common fonts.



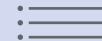
AVOID tables, graphics, headers and footers, logos, and photos.



AVOID the use of columns.



AVOID hyperlinks, paste the URLs.



Use **STANDARD BULLETS**.

HOW TO PREPARE FOR THE FEARED APPLICATION TRACKING SYSTEM (ATS)

WHAT YOU NEED TO KNOW!



USE OF KEYWORDS

- > Review the job description.
- > Strategically use the keywords provided in the job description (ATS will search for some of the keywords mentioned).
- > Do not just reiterate keywords - make sure you to give specific examples of your accomplishments, skills and work experience.



CHOOSE THE CORRECT FILE TYPE

- > Save your CV and cover letter in word format (most user-friendly file type for ATS software).
- > Take note of the application instructions i.e if the company requests a specific type of format, for example, pdf format, this criterion should always be followed to avoid being rejected by the company.



A SINGLE APPLICATION PER COMPANY

- > It is advisable to not randomly apply for many roles in a company. ATS software can pick this up.
- > If roles are very similar, adjust each application to the specific position applied for. Then you can apply.



SUBMIT CV TO FREE ATS SCANNER

- > To test whether your CV is ATS compliant, submit your CV to a free ATS scanner such as [jobscan.co](https://www.jobscan.co)



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LET'S TALK ABOUT THE ELEVATOR PITCH

An elevator pitch is a superb networking tool to use as a potential employee. **When in the appropriate situation, the ability to pitch yourself is an absolutely necessary skill to have.** At a networking event, it is important to act swiftly and leave a powerful lasting impression. But don't make the mistake of thinking you can only make an elevator pitch in specific situations. Your future employer could be anywhere – yes, they could be sitting next to you right now!





WHAT IS AN ELEVATOR PITCH?

An elevator pitch is a short, memorable and impactful description of what you do or what you sell. The concept of an elevator pitch is incredibly popular in the world of sales and marketing as the aim is to make a sound impression in the quickest possible time. An elevator pitch should be no more than 30 seconds. The goal is to ultimately convince someone they should consider hiring you or buying your product/solution/service.

HOW DO I MAKE AN ELEVATOR PITCH?

To show your value in under a minute, your pitch needs purpose, flow, and a hook to reel in attention — all of which we'll discuss as follows:

First, think about the intention of your pitch. Are you at a networking event and trying to market yourself? Are you in a restaurant and have just

spotted the CEO of your dream company? Or, are you in a room of decision-makers and are trying to shoot your shot for an attractive job position? It's important to think about context and audience. Keep the setting and audience in consideration when creating your elevator pitch.

A good elevator pitch requires introspection and a bit of practice. It's important to examine your professional career before embarking on an epic elevator pitch. You need to consider your professional experience: What jobs have you done? What are your achievements? What is your professional highlight? What are your strengths and skills? These questions are important because your elevator pitch should ultimately spark an interest from your potential employer and catalyse a professional relationship. The outcome of this may be a potential job offer or a valuable addition to your professional network.



TIME TO MAKE THE ULTIMATE ELEVATOR PITCH

You've found yourself at the perfect place at just the right time. Who's that? The CEO of your dream company! It's time to put your plan in action.



Step 1: Introduce yourself

Before getting straight to your elevator pitch, you'll need to start off with an introduction. Avoid rambling. Just state your name, what you do and where you're from. Keep it short and sweet, and don't forget to smile. For example:

"Hi! I'm Lwando. I'm a copywriting intern from the Career Services Office at the University of Pretoria."



Step 2: State your mission

After the introduction, the person you're speaking to is probably wondering what your intentions are. Now is your chance to explicitly state what your aim is. You can also incorporate your strength and skills, too. Here's an example:

"I'd love to have a brief chat with you regarding gaining professional experience at your company. I have an Honours degree in English and a year of experience copy editing at PDBY Media. I am an excellent communicator, a superb writer, and I am seeking an entry-level copywriting position at your company."



Step 3: Retain contact

An elevator pitch is usually fast-paced, so you might want to ask for contact details. After all, you are networking. So try to maintain contact with your potential employer. You can either give them a business card, a brief resume, an email address, or a cell phone number. Better yet, you could ask for theirs to avoid being ignored. To get contacts, try this:

"I'd love to give you my contact details so we can keep in touch. Do you mind if I give them to you?"

or

"Would you kindly give me your contact details? I would sincerely appreciate the opportunity to keep in touch."

Remember that you are not entitled to anyone's contact details. Be polite and keep a friendly approach.



Step 4: Constant communication

If you've reached this step, you're well on your way of building a solid professional community. The point of networking is forming a community of like-minded people who are in the same or similar professional field, so don't let those elevator pitches and contacts go to waste. Send a polite email/WhatsApp message stating who you are and the reason behind your communication. Also, thank the person for giving you their contact details and listening to your pitch.

It is also important to consider communication etiquette. It is advised not to harass your professional network with constant messages. A simple introductory message will do the trick, and you can wait for the person to respond. Here's an example:

"Good day,

This is Lwando Mfundisi. It was a pleasure to meet you on campus. Thank you, once again, for your time and for sharing your contact details.

A gentle reminder to please let me know if there are any entry-level copywriting roles available now or in the near future.

Furthermore, I'd love to continue our lovely conversation. Can we connect over tea or coffee? Please let me know.

*Kind regards,
Lwando"*

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APTITUDE TESTS

Aptitude is a person's ability to perform tasks. Organisations assess this skill to measure candidates' reasoning, problem-solving, memory, verbal skills, and mathematical ability. Depending on the job role requirements, aptitude tests are used to evaluate candidates' ability to understand tasks and solve work-related problems. As a result, aptitude tests are widely used by organisations during campus placements to hire and retain top talent.

TYPES OF APTITUDE ASSESSMENTS

Companies use aptitude tests during campus placements to measure applicants' competencies specific to the job role. Aptitude tests are better at predicting job performance than verbal interviews.

There are several types of assessments that recruiters can use:

Cognitive aptitude

Cognitive aptitude tests assess a cross-section of interviewees' potential. A high score on the test implies that the individual is well-rounded, intelligent and able to learn and perform well, regardless of the task. The cognitive test is one of the most used aptitude tests for placements and hiring.

Numerical aptitude

Numerical aptitude tests assess candidates' ability to interpret and handle data accurately. Here, candidates analyse and draw conclusions from the presented data. In addition, the test checks for calculation accuracy and speed. It usually has multiple choice questions (MCQs) and is timed.

Verbal aptitude

Verbal aptitude tests assess applicants' ability to understand complex verbal information and communications and accurately apply understanding to their tasks. A high verbal aptitude score indicates that employees have a high level of verbal comprehension, reasoning and logic.

Abstract reasoning aptitude

The abstract aptitude test measures candidates' lateral thinking ability and fluid intelligence. The objective is to find the accuracy and speed with which test takers recognise and interpret relationships between shapes and patterns.

Spatial reasoning aptitude test

Spatial reasoning assessment evaluates candidates' ability to manipulate 2D and 3D objects, visualise their movements, and spot patterns between those shapes. The tests are best for roles that require employees to visualise forms, such as designing and engineering. In addition, the scores indicate applicants' ability to provide solutions with limited information.

INTERVIEW SKILLS AND MOCK INTERVIEWS

You have received a call back from the recruitment manager scheduling an interview. Now what?

The purpose of an interview is to determine whether you are fit for the company and whether you are flexible to adapt to the company culture. It further determines whether you are a good fit for the position you are applying for and it helps to assess how you personally relate to the company.

There are two types of interviews that recruiters prefer: in-person and virtual. They both require you to make the best first impression. How do you do this?

IN-PERSON



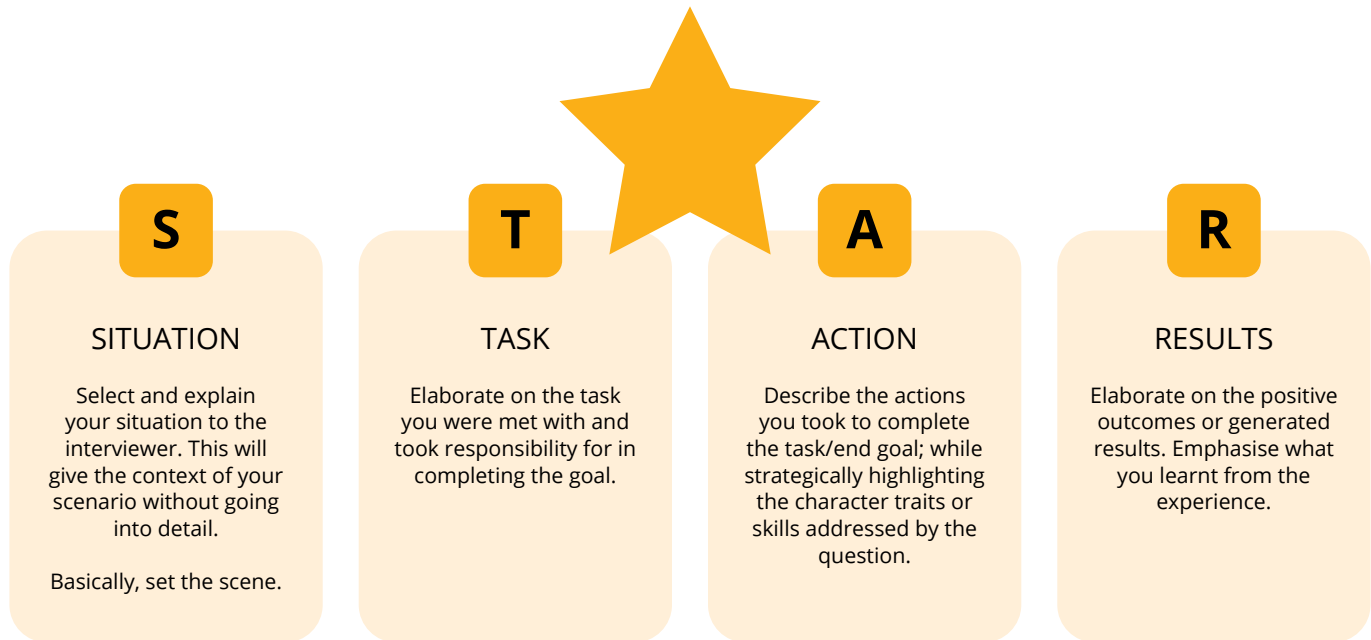
- > Acknowledge all panel members
- > Be friendly and smile
- > Maintain eye contact with all panel members
- > Use open body language

VIRTUAL



- > Show shoulders up/Position body well
- > Align eyes with the camera
- > Ensure good lighting and proper
- > Use private, quiet room

In trying to tackle the interview questions effectively, the **STAR** method has provided a way to help you calm your nerves by talking about **YOURSELF**.



<https://www.simplilearn.com/different-types-of-interview-questions-article>

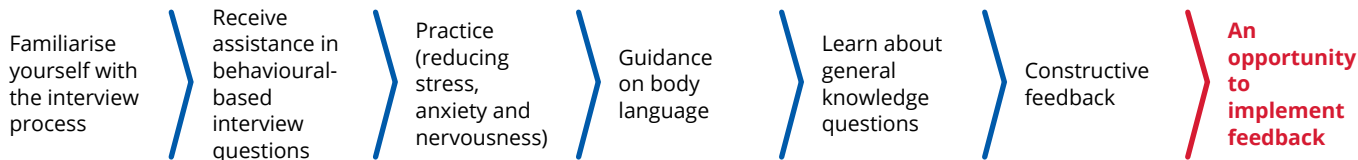
PREPARING FOR JOB INTERVIEWS

Job interviews can be nerve-wrecking, but with the right preparation, you can increase your chances of success. Here are some tips to help you prepare:

1. **Research the company:** Make sure you know the company's history, mission statement, and any recent news or developments that may affect the job you're interviewing for.
2. **Review the job description:** Make sure you understand the responsibilities and requirements of the job you're applying for so you can tailor your answers to demonstrate why you're the best candidate for the role.
3. **Practice your responses:** Think about the questions you may be asked in the interview, and practice your responses ahead of time. This will help you feel more confident and prepared when it's time for the actual interview.
4. **Dress appropriately:** Dress professionally and make sure your outfit is clean, ironed, and fits well.
5. **Bring copies of your resume:** Bring several copies of your resume in case the interviewer asks for them.
6. **Be on time:** Plan to arrive at least 10-15 minutes early so you have time to get settled and mentally prepare.

Remember to relax, be yourself, and communicate your qualifications confidently. Good luck with your interview!

WHAT ARE THE ADVANTAGES OF ATTENDING MOCK INTERVIEWS?



JOB SEARCHING

In the quest to put what you have learnt at University into practice, you will have to seek employment. This is not only to provide you with financial security, it's an opportunity to sharpen your expertise and also help you to grow personally. This process of seeking employment can be very tedious and long as it requires a lot of effort - searching for opportunities in the industry, sending out edited CVs and applications, and undergoing a series of interviews.

HERE ARE SOME TIPS FOR JOB SEARCHING:

1. Identify your strengths, skills and interests. Make a list of the jobs or industries that align with your strengths, skill set and interests.
2. Create an updated resume and cover letter that highlight your qualifications and experience. Tailor your application to the specific job you are applying for.
3. Use online job boards and websites to search for job openings in your field. Examples include LinkedIn, Glassdoor, Indeed, Monster, and CareerBuilder.
4. Leverage your network. Reach out to former colleagues or classmates, professional organisations, or industry associations for potential job leads or referrals.
5. Attend job fairs and industry events to connect with employers in person and learn about potential job opportunities.
6. Consider working with a staffing agency or recruitment firm to help find job openings that match your skills and experience.
7. Be persistent and don't get discouraged if you face rejection. Keep applying, networking and improving your skills to increase your chances of finding the right job.



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HOW WORK READY AM I? WORK READINESS QUIZ

Being work ready means having the skills necessary to gain employment. To improve your work readiness, you need to focus on preparing to enter the workforce by not only enhancing your technical or specialised skills, but you should also hone your soft skills. Having a degree alone does not entirely guarantee that a graduate is work-ready. This means that there are certain experiences, skills and knowledge that students and graduates need to attain to prove that they can deal with the day-to-day demands of a job.

Take the quiz below to find out how work-ready you are. To answer each statement, rate yourself by ticking (✓) on the scale.

1 – not confident 2 – partially confident 3 – moderately confident 4 – confident 5 – extremely confident

When you're done, tally your score and find out how work-ready you are out of a score of 25.

HAVE FUN!

Statement	1	2	3	4	5
I have an idea of what my career plans are					
I know what job I want					
I have an idea of who my future employer is					
I have taken part in extracurricular activities (leadership, culture, sports, community engagements, etc.)					

Statement	1	2	3	4	5
I have work experience (job shadowing, internships, learnerships etc.)					
I am confident in my CV writing skills					
I am familiar with writing cover letters					
I understand the importance of CVs and cover letters					
I understand how the application tracking system works					
I am confident that I can make a good first impression during an interview					
I can speak audibly and confidently during engagements					
I have a clear understanding of what hard and soft skills are					
I am computer literate and can use different computer software for a variety of purposes					
I am flexible and I adapt well to change					
I work well with others and can collaborate with those around me					
I am able to put across my ideas and listen to others effectively					
I am able to handle conflict					
I am able to solve problems efficiently and effectively towards achieving a task/goal					
I am able to analyse and reason critically					
I able to complete tasks timeously					
I can confidently network with professionals during career fairs					
I can confidently use LinkedIn to build my online profile, network with other professionals, and build my professional network					

Statement	1	2	3	4	5
I have completed the Ready for Work Programme					
I have attended the CV sessions, career fairs, mock interviews offered by UP Career Services					
I have joined the Mentorship Programme offered by the UP Career Services					
I attended the Employability Workshops offered by UP Career Services					

TALLY YOUR SCORE

Add all the points you have accumulated. Where do you stand?

1-10 FAIRLY SATISFACTORY: You are not work-ready yet.

11-15 SATISFACTORY: You show work-readiness in certain areas, but there is still great room for improvement.

16-20 VERY SATISFACTORY: You show a considerable amount of work-readiness with a few areas of improvement.

21-25 OUTSTANDING: You are work-ready with little to no space for improvement. Well done!

If you've achieved a score of 21 and above, congratulations! That means you are work ready. Well done.

If you've achieved a score 20 or less, it means you're not quite work-ready yet. But don't stress. Career Services offers the Ready for Work Programme which can help you prepare for the world of work. You can register for this course for free as a student and the programme is available for up to two years after graduation.

COMPETITION

Once you have completed all four Ready for Work packages, attended CV and cover letter workshops and drafted a CV you could...

... stand a chance to win
a voucher to the value of

R1 000!

Email your 2023 Ready for Work Programme certificates to careerservices@up.ac.za before 30 September 2023.

Write "R4W certificates competition" in the subject line of your email.

WHY DO YOU NEED
MORE THAN A
DEGREE?



The world of work in the 21st century requires a multi-skilled and self-sufficient labour force. Academic qualifications are no longer enough to guarantee employment as organisations seek work-ready graduates with job-specific skills.

Enterprises University of Pretoria, in collaboration with the Career Services, launched a Ready for Work Programme that is easily customised to suit an organisation's requirements. Through this programme any organisation will be able to ensure that students in graduate programmes are equipped with requisite skills and attributes to help them transition into the world of work more easily. The programme will further address professional and personal growth and skills knowledge, aimed at assisting the students to make a meaningful contribution to a workforce, their community and the economy.

The programme has five online packages:

Package 1: Career Planning

Package 2: Power Skills

Package 3: Job Preparation

Package 4: Your Career

Package 5: Multidisciplinary Modules

For more information on the Ready for Work Programme, please visit <http://www.up.ac.za/career-services> or <http://www.enterprises.up.ac.za/ready4work>, where you can enrol directly for any of the packages.

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MEMBERSHIP AND REGISTRATION

EXPERIENCES OF STUDENTS WHO COMPLETED THE READY FOR WORK PROGRAMME



Botshabelo Monama
*Honours Degree in
International Relations*

I am not employed but I am in the job market for employment. To date I have completed the Ready for Work Programme and the experience has been wonderful. It really prepared me for the workplace and gave me an understanding of professional conduct.

I completed the LinkedIn learning programme. It was insightful as it gave me new perspectives on the world.

What I have learnt is the following:

- > Professional behaviour
- > Team learning and building
- > Integration of a workplace
- > Ethical morals

While doing the Ready for Work Programme I started to understand the workplace better and it enhanced my skills and knowledge that I already had.

Key takeaways are that you gain experience prior to gaining work experience. You are equipped with the necessary orientation and training as you study, which is beneficial.

I would recommend the Ready for Work Programme as it offers various opportunities within and outside campus life. You can use it in your CV to further enhance your profile and improve yourself.



Grace Modau
*Bachelor of Political Science
(Political Studies)*

I am currently unemployed; still look for employment opportunities.

My experience as a student temp was an awesome. I first started working on the mentorship programme where I gained so much experience relating to how to be a professional and run a project, even though I was just assisting the project coordinator. Overall, my experience (of a year and three months) that I gained at Career Services was beautiful, filled with lots of memories and growth. The people at the office were very welcoming and kind.

My role as an Administrative Assistant (Student temp) equipped me with many skills such as office administration, computer and communication skills, planning and engagement skills, ability to work under pressure and meet deadlines. I'm a much better professional because of my previous role at the University.

I have used the CV and cover letter services, and my CV has never been better. It now clearly shows my skills and gives a view all the roles I had, even prior to my role at Career Services. Potential employers will be able to see my skills, experience and education at a glance.

I highly recommend the employability services offered at Career Services. Beyond working on your CV and doing interview preparation, you can also gain work experience and can finish the Ready for Work Programme which will prepare you for the future world of work.



Tariro Chidharara
*BA Law degree in 2021 and
currently in the final year of
LLB degree*

I am still a student at UP in my final year but I work part-time at Career Services where I assist during career fairs. My experience as a student temp has been positive. I gained a lot of experience at the Career Services' fairs. I learnt and am still learning a lot that prepares me to work after University. The best part of working at the career fair is that I earned good money to help me cater to my needs.

At Career Services I learnt how to interact with my colleagues, to work as a team, and also work ethics. I used the employability services, as well as CV and cover letter assistance where Career Services helped me to write my CV and cover letter in such a way that they attract companies. I now feel confident about these documents. I am looking forward to continuing to use these services, especially the interview preparation.

I would recommend Career Services' employability services to other students because the experience you gain will actually equip an individual for the workplace. This is a good job for a student as you will be able to work in your free time. You are able to attend your lectures and you will not miss any since the Career Services takes learning very seriously.



Mufaro Mpfu
*MSc Research and
Development Studies*

I work at the Career Services office at UP as an Administrative Assistant and Employability Consultant Temp.

I have learnt so much during my time working here and my experience has been eye opening. I have learnt new skills that are outside of my degree that I can venture into and make a career out of. I have also added work experience on to my CV which is beneficial because just having a degree is not enough these days. I have enjoyed my time working at Career Services and I highly recommend it to anyone trying to complete their degree and gain work experience at the same time. It is also a networking opportunity as there are so many well-connected people within the University one can get to know, thereby creating more opportunities for oneself.

My job has definitely equipped me for the world of work. I have absorbed enough office etiquette that will enable me to comfortably assimilate myself within any working environment and thrive within it. I know what is expected of me and the chances of me buckling under pressure are very low. I have used the employability services such as interview preparation, as well as CV and cover letter

assistance services and they are highly useful. I managed to curate my CV in such a way that I have become more employable than before. My interviewing skills have greatly improved as well.

I would recommend working at Career Services to students because it will give them an opportunity to not only know what the world outside the University is like, but teach them on how to prepare and handle themselves for when they step out into the real world.



Thabane Shokane
*MAdmin Public Management
and Policy*

I am currently employed at UP's Department of Enrolment and Student Administration: Career Services office where I have gained valuable experience. I have also worked as a tutor within this institution, and I am creating as many networks as possible.

Working at Career Services has provided me with great experience as I always wanted a job that would be flexible enough to also allow me to complete my studies. The office I work in is quite flexible, and I know that in the near future, I might not get the same treatment, but it has also allowed me to learn and prepare for the complex world of work.

Part of my job description is to be an employability consultant where I facilitate CV, cover letter and interview preparation sessions with the students. For me to do this means that I should believe in the courses and ensure that I am providing working tools for the students. Before I started working at Career Services, I didn't know a lot about branding yourself as an individual. With this knowledge, I can write a cover letter and a CV in ten minutes.

I would recommend these services because from an employee's perspective and a student's perspective, they have equipped me with what I need.



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NAVIGATING THROUGH THE WORLD OF WORK

“While companies often offer training in required hard skills, soft skills provide the foundation on which to keep building other skills, which is why they're so in demand now.”

- Rohan Rajiv, Director of Product Management at LinkedIn

WHAT DOES A CANDIDATE IN THE 21ST CENTURY NEED IN THE WORK PLACE?

Changes in the 21st century have had a significant impact on the world of work. Some of the most significant changes in the modern corporate space are technological advancements, smart machines, emerging forms of media, global interconnectivity and the collapse of traditional corporate structures. To keep up with these ever-evolving trends, it is important for students and graduates to equip themselves with the necessary skills to excel in a dynamic 21st century workplace. Not only will these skills help prospective employees keep up with modern workplace trends, but they also create efficient and valuable employees.

Twenty-first century skills can be described as a range of attributes that are necessary in the modern world of work. These competencies can assist professionals in navigating a career in the modern workplace. According to Rohan Rajiv, Director of Product Management at LinkedIn, “while companies often offer training in required hard skills, soft skills provide the foundation on which to keep building other skills, which is why they're so in demand now.”

Co-CEO and Founder of the Fullbridge Programme, Candice Olson says that some of the most sought-after skills are not career specific. What this suggests is that although vocational and job-specific skills are important to get a job, soft skills keep a job.

With this in mind, we have compiled a list of the most essential skills necessary to thrive in the modern workplace.



Gaining the necessary skills (soft and hard skills)

Greater adoption of technology will mean in-demand skills across jobs will change over the next five years, and skills gaps will continue to be high. For those workers who stay in their roles, the share of core skills that will change by 2025 is 40%, and 50% of all employees will need reskilling (up 4%).

Critical thinking and problem-solving top the list of skills that employers believe will grow in prominence in the next five years. These have been consistent since the first report in 2016. But newly emerging this year are skills in self-management such as active learning, resilience, stress tolerance and flexibility. – *World Economic Forum (2020)*

TOP 10 WORK SKILLS FOR THE FUTURE

Type of skill

- Problem-solving
- Self-management
- Working with people
- Technology use and development



Analytical thinking and innovation



Complex problem-solving



Creativity, originality and initiative



Technology use, monitoring and control



Resilience, stress tolerance and flexibility



Active learning and learning strategies



Critical thinking and analysis



Leadership and social influence



Technology design and programming



Reasoning, problem-solving and ideation

Source: *Future of Jobs Report, 2020, World Economic Forum*

Hard skills are specific, teachable abilities that can be defined and measured, such as computer programming, data analysis or accounting. Hard skills are usually required for specific jobs or industries, and they demonstrate a candidate's ability to perform the duties of the position. These mainly take the form of tertiary qualifications such as degrees, diplomas and certificates.

Soft skills, on the other hand, are more subjective, personal qualities that enable someone to work effectively with others, such as communication, teamwork and problem-solving. Soft skills are also essential because they indicate how well a candidate can work with others, manage their time and solve problems.

It is important that candidates have both hard skills and soft skills. In many cases, employers may even value soft skills more than hard skills because they are transferable across industries and can help someone be successful in any job.

To improve your hard skills, you can take courses, earn certifications and gain experience in your field. You can also seek out mentorship or shadowing opportunities to learn from more experienced professionals. For soft skills, you can practice active listening, work on your communication style, seek feedback from others and participate in team-building activities. Additionally, you can read books, attend workshops or seminars, or even work with a coach to improve your soft skills. It's important to remember that both hard and soft skills require continuous learning and development, so it's essential to stay up-to-date with industry trends and best practices.



EMOTIONAL INTELLIGENCE

Emotional intelligence (EI) in the workplace begins with each individual from the inside out. It entails recognising different aspects of your feelings and emotions and devoting time to developing self-awareness, self-regulation, motivation, empathy and social skills.

Five EI elements

How does EI affect workplace leadership? According to Daniel Goleman, an American psychologist and the author of the seminal book Emotional Intelligence, EI has five key components that, when managed, help leaders achieve higher levels of these competencies.



1. Self-awareness

The ability to recognise and comprehend one's own emotions is an essential component of EI. Being aware of the impact of your actions, moods and emotions on others goes beyond simply recognising your emotions. To become self-aware, you must be able to monitor your own emotions, recognise different emotional reactions, and correctly identify each one.



2. Self-regulation

The ability to regulate and manage your emotions does not imply that you are suppressing your emotions and hiding your true feelings. It simply means waiting for the appropriate time and place to express yourself. Self-regulation is all about appropriately expressing your emotions.

Those who are good at self-regulation are usually flexible and adapt well to change.



3. Motivation

EI also relies heavily on intrinsic motivation. Emotionally intelligent people are driven by factors other than material rewards like fame, money, recognition and acclaim. Instead, they are passionate about achieving their own internal demands and objectives.



4. Empathy

Empathy, or the capacity to comprehend how others feel, is vitally essential to EI. But it entails more than simply being able to identify other people's emotional states. It also entails how you react to other individuals in light of this knowledge.



5. Social skills

Being able to interact well with others is another crucial part of EI. Real emotional knowledge goes beyond simply considering your own and other people's emotions. You must also be able to use this knowledge in your regular interactions and conversations. Building ties and relationships with employees helps managers in professional contexts. Being able to establish a great rapport with managers and fellow employees' benefits all employees.



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ARTIFICIAL INTELLIGENCE

Artificial intelligence, commonly referred to as AI, refers to the simulation of human intelligence in machines that are programmed to perform tasks that typically require human intelligence, such as visual perception, speech recognition, decision-making and language translation. AI systems can be trained using large amounts of data and algorithms to identify patterns and make decisions based on that data.

AI is having a significant impact on the workplace and employment, as it is being used increasingly to automate tasks and make businesses more efficient. This has led to both opportunities and challenges for workers.

On the one hand, AI can help to create new jobs and enhance productivity, as it can automate routine tasks and enable workers to focus on higher-value tasks that require more complex skills. For example, AI can be used to automate tasks such as data entry and basic customer service, freeing up workers to focus on more creative tasks that require human skills such as problem-solving, decision-making and interpersonal communication.

On the other hand, AI can also lead to job displacement as it automates tasks that were previously done by humans. This can significantly impact workers in industries such as manufacturing, transportation and customer service. However, it is worth noting that while AI can replace certain jobs, it can also create new ones, such as AI engineers and data scientists, which require new skill sets and expertise.

That said, the impact of AI on the job market is complex and multifaceted, and it's difficult to predict exactly which professions will be safe and which will not. The best that individuals can do to prepare for the future of work is to remain adaptable and continuously develop new skills and expertise in areas that are in high demand. This may involve pursuing additional education or training, learning new technologies, or developing skills in areas such as communication, creativity and problem-solving.

There are several potential positive impacts of AI in the job market, including:



Increased productivity

AI can automate repetitive and time-consuming tasks, allowing workers to focus on higher-value work that requires human skills such as creativity and problem-solving. This can lead to increased productivity and efficiency in the workplace.



Improved job quality

By automating certain tasks, AI can help to reduce the burden of tedious and monotonous work on employees, allowing them to focus on more engaging and rewarding tasks.



Enhanced decision-making

AI can analyse vast amounts of data and provide insights that can help businesses make better decisions. This can lead to improved business outcomes and growth, which can ultimately lead to the creation of new jobs.



Increased job opportunities

As businesses adopt AI technologies, there is likely to be an increased demand for workers with expertise in areas such as data science, AI engineering and machine learning. This can create new job opportunities for workers with the necessary skills and expertise.



Improved work-life balance

By automating certain tasks, AI can help to reduce workloads and allow employees to have more time for other activities outside of work. This can lead to improved work-life balance and greater job satisfaction.

Overall, while there are certainly challenges associated with the adoption of AI in the job market, there are also many potential benefits that can help to improve job quality, create new job opportunities and enhance overall productivity and efficiency. AI is transforming the workplace and employment, and while it presents both opportunities and challenges, it is important for individuals and organisations to adapt and embrace new technologies to remain competitive in today's rapidly changing job market.

WORK CULTURE

Work culture, also known as employment culture, refers to the shared values, beliefs, attitudes and behaviours that define how people work together in a particular workspace. It encompasses everything from the way employees dress and communicate with each other to how decisions are made and how work is accomplished. Work culture is important because it can affect an organisation's productivity, employee satisfaction and overall success.

One of the key benefits of a strong work culture is that it can attract and retain top talent. When an organisation has a positive reputation for its work culture, it can help to attract job candidates who are looking for a workplace that aligns with their values and goals. Additionally, employees who are happy with their work culture are more likely to stay with the organisation, reducing employee turnover and the costs associated with hiring and training new staff.

As a future fit graduate your goal is to be within a work environment that promotes a positive work culture. This means being in an environment that will help increase your productivity and improve your performance. When employees feel valued and supported by their organisation, they are more likely to be engaged and motivated to do their best work. This can lead to higher quality work and better outcomes for the company as a whole.

Furthermore, a strong work culture can foster a sense of community and collaboration among employees. When people feel connected to their colleagues and to the organisation's mission and values, they are more likely to work together effectively and to share their ideas and expertise. This can lead to increased innovation, better problem-solving, and a more positive work environment.

On the other hand, a negative work culture can have serious consequences for both employees and organisations. A toxic culture can lead to high levels of stress, burnout and turnover among employees. It can also lead to poor performance, decreased productivity and lower job satisfaction.

In conclusion, work culture is an important aspect of any organisation. A positive work culture can lead to increased productivity, employee satisfaction and overall success. On the other hand, a negative work culture can have serious consequences for both employees and organisations. It is therefore important for organisations to prioritise the development of a strong and positive work culture that aligns with their mission and values.



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Understanding the world of work through a career fair

A career fair is an event that gives students and employers a chance to meet one another, establish professional relationships and discuss potential job and/or internship opportunities.

Attending a career fair provides an opportunity to network with potential employers and can help with your job search. If you take advantage of this unique opportunity to speak directly with recruiters and make a great first impression, you might find yourself connected with multiple employers. This may open doors leading to a job interview or a job offer.

Who can attend a career fair?

Both undergraduate and postgraduate students are welcome to attend a career fair. There are different career fairs for different faculties, and students should attend a career fair that is relevant to their studies. Career fairs offer a perfect moment to give an elevator pitch and to find out what opportunities are available for students and graduates.

What are the benefits of attending a career fair?

- > Opportunity to interact one-on-one with employers of interest;
- > practice and enhance networking skills;
- > gain awareness of organisations and positions for which they are hiring;
- > establish professional relationships and gather contact information from employers; and
- > discover a myriad of internship and job opportunities.

How do I navigate a career fair?

Navigating a career fair is as easy as using a compass. Here's why:

Introduce yourself with a smile

Even if you feel anxious or nervous, approach each employer with a smile and introduce yourself. When you smile and are friendly you convey a more positive and inviting personality. A simple 'Hi, I am Thando' with a smile is enough. When speaking to a recruiter, make sure you're engaged, actively listening and showing an interest in what they have to say.

Visit all employer stands

Employers are looking for talent and go-getters, so do not limit yourself by thinking you do not qualify.



Exchange contact information

The main aim of the career fair events is networking and contacting employers so you can follow up after the fair. Be prepared to offer your CV/contact details and ask for the recruiter's business card/contact information. You should also make sure that your CV is up to date, with no grammar or spelling errors.

Ask relevant questions

You should come to the fair with a list of questions. Just like in a job interview, if you're asking questions about the organisation, it shows that you're interested in the company, which can help make an excellent first impression. Make sure you think about the questions to ask in advance so that you're not scrambling on what to say or ask.

BONUS TIP: MAKE CONNECTIONS AND KEEP IN TOUCH

After the career fair, send a thank you email to the employers that you connected with. You can thank the recruiters for their time and reiterate your interest in the company or position they have. Make sure each email is personalised and addressed to the intended recruiter. Ideally you can send the thank you email immediately after the fair or roughly within 48 hours. Sending a thank you email is important to help recruiters remember you and help you stand out.

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We take customer service and quality seriously and are the helping hand to our clients and aim to become the person they look to for quality advice.

SUCCESS STORIES: EMPLOYMENT OPPORTUNITIES



Hosi Khosa
MA International Relations

I am employed at UP's Department of Enrolment and Student Administration, Career Services Office.

My experience as a student temp at the Career Services Office has given me a wonderful opportunity and I am glad that I grabbed it with both hands. I work under the Employer Engagement and Career Fairs portfolio, and have had the opportunity to maintain and create relationships with employers. The Career Services office has a pool of employers that are committed to recruit from the University. I have also learnt the value of work ethic, teamwork and professionalism from my experience.

I feel that my job is equipping me for the world of work. I have learnt valuable lessons that will carry me throughout my career. I have also learnt to harness my work ethic.

I have used Career Services' employability services such as interview preparation, CV and cover letter assistance. The office was very helpful, and I have learnt that you need to present your CV, cover letter and general job application in a specific way. These are very valuable lessons.

I would definitely recommend Career Services' employability services to other students. Many students lack the knowledge that the Career Services offers to students. For instance, there is a recommended structure for CVs and cover letters that employers prefer when searching for employees. Simple lessons such as incorporating key words listed in the job spec in your CV which ultimately makes the application more attractive, are also valuable information that students need to learn. I would recommend these services to all students who want to learn how to apply for work – and also to submit exceptional applications.



Tshepo Masike
*Bachelor's degree in
Electrical Engineering*

I attended the EBIT career fair and my objective was to benefit from the opportunity by asking relevant questions from the different companies' representatives. The goal was to complete applications for postgraduate industry training/work and this proved to be the best route that landed me interviews from the different companies.

To maximise the benefit, my approach was simple: listen to the company's short presentation, ask what qualities does the company look for in their candidates and interact with the goal to receive contact details for applications, should I be interested.

The career fairs were very helpful in bringing a number of companies that cater for my needs under one roof. This saved time in job hunting because I approached companies that are looking for graduates, completed more applications than one would on average and was adequately guided from the horse's mouth to land an interview.

I recommend the career fairs for anyone seeking employment because they cater exactly for your needs. You just need to be available and apply yourself. What follows will only be great news. The career fairs offered me an opportunity that I did not take for granted. I sent applications for a position of Engineer in Training to a number of companies and afterwards attended more than three interviews. This was because my applications met the criteria for the different companies as a result of attending the career fairs. To top it off, due to my resilience, I then received an offer of employment from a number of companies that were present at the career fairs. I chose one that my energy resonates with and will further grow me. Attend career fairs!



Tshepang Lethale
BCom Business Management

I attended the EMS career fair. My objective behind attending was to understand what careers my specific degree could land me in and which companies are looking for graduates with my degree qualification. As someone with a business management degree, which is sometimes viewed as a general degree that doesn't have a very specific career direction, I was eager to know where my degree could take me in terms of finding employment.

The interactions with the employers were very collaborative and engaging. They were enthusiastic about providing all the information regarding their available employment opportunities. I thoroughly enjoyed communicating with the employers at the career fair and I found it an excellent networking opportunity too.

The career fair helped me get employed at Cosmopolitan. It helped me network and gain critical information regarding available employment opportunities. They also gave me supportive advice regarding my career which helped me with my career decisions today. I would 100% recommend the career fairs to my peers seeking employment.



Naledi Rameama
studying towards a Chemical Engineering degree.

I have attended the Engineering, Built Environment & IT (EBIT) career fairs held at the Rautenbach Hall for several years.

The reason why I attended has always been to gain knowledge on the different sectors in which a degree in Chemical Engineering can land me. As a result, I would attend these with an open mind and leave intrigued and enlightened about the various possibilities.

Furthermore, I have learnt that it is always beneficial to create connections regardless of what industry you may end up in. I found the opportunity to interact with different kinds of potential employers beneficial in this sense. It was especially helpful when they would impart valuable industry knowledge on me.

The career fairs helped me land a role in the Nedbank Quants Exploration Programme (QEP). I had simply gone to the Nedbank stall at the career fair held in 2022 to inquire about how an engineering degree could lead me to a bank. After hearing what the recruiters had to say, I then decided to apply for this programme. To my surprise, I was selected as a QEP delegate out of over 1 000 applications. Through this, I had the opportunity to dive into what the life of a Quantitative Analyst Graduate entails at Nedbank.

I would highly recommend any student looking for work exposure to attend career fairs. It is worthwhile in that you are able to gain a great deal of knowledge by simply heading there. And the free stuff doesn't hurt!



Ansu Barkhuizen
BCom Financial Sciences

I attended the general career fair, as well as the Accounting and Finance career fairs.

My objectives behind attending were to market myself to the businesses there so that I have options in future. I also wanted to know what they are looking for in future employees, and find out what extra qualifications and certificates I can pursue to make me stand out more from the other applicants.

All the employers at the career fairs are always very friendly and they love sharing their knowledge and everything that they are looking for in future employees. I loved attending the career fairs and talking to the employers because I never once got the feeling that they didn't want to be there or were not friendly towards all the students there.

Attending career fairs has made me aware of vacation work and functions that you can attend to gain more knowledge and some practical experience in the field and about the company. This helps you to see which the best fit is for you when you enter the working world.

I would recommend the career fairs for each and every student who is serious about getting their degree and getting a job on their own; not waiting for something to fall into their laps. Career fairs also help you get some knowledge on anything that you can additionally do to make you more attractive to employers because these days a degree alone is often not enough to get the job.

Getting to talk to the employers gives you a sense of the companies they work for and whether you will fit in there or not. Many of these companies offer you an application for programmes on-the-spot, and you can even hand them your CV so that they can contact you if something comes up for you in future.



Tshwaragano Senwedi
BIS Information Science degree

The last career fair I attended was the EBIT career fair in the second semester last year (2022). I got to meet professionals from big companies like KPMG, PWC, EY, Deloitte, Accenture and more. I was able to enquire about what the companies have to offer new and young graduates like myself.

For me, attending careers fairs has always been about meeting potential employers, enquiring about graduate programmes and what employers really look for in graduates. I always wanted to know how one can set yourself apart from others. Company representatives would bring us goodies like notepads, stress balls with the company name or logo, doughnuts and other snacks. Everyone I've interacted with was professional and helpful.

When I had my second interview with KPMG for their grad programme in my final year, Career Services helped me prepare a mock interview. I didn't get the job because everything happens for a reason. I also believe that you'll never miss out on opportunities that are meant for you. I am currently doing vacation work at Deloitte for a short period. Thanks to Career Services for all the career fairs.

Through Career Services I applied to work at the IT help desk in the library and got positive feedback in January 2023.

I would recommend career fairs to all Tuks students. It really helps you kick-start your career!



Mutmainnah Adewunmi
*Currently doing a Masters
degree in Information
Technology (ICT Information
Science)*

I attended the general career fair, EBIT career fair and Management Sciences career fair in 2022.

My objectives behind attending the career fairs were to learn more about the available career paths in my field, as well as to have a better idea of who my future employers could be, where I would likely work and what roles I would likely take up. I also saw the career fairs as a good opportunity to network with the company representatives.

Overall, the interactions I had with the employers at the career fair were pleasant. The representatives were friendly, easy to talk to and gave very helpful insight.

The career fairs have been a great source of clarity for me as I seek out new roles. I was able to learn about roles and job titles that I was not previously aware of - roles and job titles which I now look forward to taking up. Additionally, Career Services were especially helpful with their CV and cover letter templates, which I currently use for my job applications. I am also thankful for the Gordon Institute of Business Sciences (GIBS) who offered for a free, professional headshot to be taken, which I now use for my LinkedIn profile.

I would certainly recommend the career fairs to any of my peers seeking employment. The career fairs have opened my eyes to the vast opportunities out there, and I feel that it would do the same for anyone who attends and makes good use of the chance to speak to the employers.

Although I have not yet found employment as I had not seriously started job-hunting until recently, the career fairs have definitely set a great foundation for me to find employment strategically. They gave me a good idea of what I would like to pursue, and the Career Services essentially gave me a map of how to do so in the most efficient way.



Nkosi Phenyo Ramantsi
BCom Economics

I attended the Management Science career fair with the objective to interact with potential employers and students in my faculty and to get information about the work environment, as well as to have career talks about the degree I hold and how essential it is in the economy.

The interactions I had with potential employers were very valuable as I got the necessary information about the questions I had. I also received guidance on what to do next in my career journey.

The career fair helped me get clarity on the importance of my degree and I received lots of insight on what companies would favour my BCom degree. I also got valuable information on how to apply, which websites to use, and which companies to keep my eyes on.

I would highly recommend attending the career fair to all students. Although I have not found employment as yet, I nevertheless intend using all the tips and advice I received from the Management Science career fair.





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- Academic staff with PhDs (70%)
- NRF-rated researchers (613)
- Students enrolled (53 912)

2022 THE Impact Rankings

According to the latest Times Higher Education Impact Rankings (2022), released in May 2022, the University of Pretoria was named South Africa's second-best (joint second) and Africa's third-best (joint third) university.

Unless indicated to the contrary, all statistics are provided by the University of Pretoria's Department of Institutional Planning and are valid as at August 2022.

PREPARING FOR THE FUTURE WITH ... QUALITY EDUCATION

 **TOP 1% IN THE WORLD**

UP falls in the top 1% internationally in 13 fields:

- Agricultural Sciences
- Biology and Biochemistry
- Molecular Biology and Genetics
- Pharmacology and Toxicology
- Chemistry
- Clinical Medicine
- Economics and Business
- Engineering
- Environment/Ecology
- Immunology
- Microbiology
- Plant and Animal Sciences
- Social Sciences¹

QS World University Rankings rate UP #1 in South Africa for



#33 in the world for Mineral and Mining Engineering

- Veterinary Science
- Accounting and Finance
- Economics and Econometrics
- Mechanical, Aeronautical and Manufacturing
- Engineering
- Electrical and Electronic Engineering²



Among the world's top universities in 20 subjects



Times Higher Education ranks UP #1 in South Africa for industry, innovation, and infrastructure #1 in South Africa for Computer Science³

References

1. Web of Science Essential Science Indicators
2. 2022 Quacquarelli Symonds (QS) World University Rankings by Subject
3. THE Impact Rankings for 2021
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6. 2021 Graduate Destination Survey, Department of Institutional Planning

FOCUSING ON TOMORROW'S SUCCESS BY ... THINKING GLOBALLY



3 000 x 223 x 70 x 6

UP collaborates with over 3 000 institutions with 223 international partnerships across 70 countries and six continents

Ranked among Top 50 universities in the world⁴



SDG 15:
Life on Land (#30)



SDG 8: Decent Work and Economic Growth (#44)



SDG 17: Partnership for the Goals (#86)



SDG 9: Industry, Innovation, and Infrastructure (#88)

Ranked among Top 50 business schools in the world

At #43, GIBS is among just 15% of around 300 leading business schools globally that vie for a top-50 position⁵

Future-focused partnerships

- With **Advance.io** to develop an information hub to support the digitalisation of the agriculture and forestry industry
- With **Exxaro Resources** to establish a Chair in XR Technology to address mining industry challenges and identify the best available technologies for the solutions

An African global university

- Designated as the first WHO Collaborating Centre in Africa (for the prevention of deafness and hearing loss)
- Only university in Africa to be part of the University Social Responsibility Network
- Hosted the first Nobel Prize Dialogue in Africa
- Invited to join the prestigious Worldwide Universities Network, a global higher education network of 24 leading comprehensive research universities
- Launched South Africa's first exclusive Diabetes Research Centre at a public academic institution

SOLVING FUTURE CHALLENGES THROUGH ... IMPACTFUL RESEARCH



Relevant research

- Produced unique nanobodies for use in rapid tests and as a therapy for COVID-19
- Part of an international team of researchers studying the 'eating habits' of black holes
- Member of the Event Horizon Telescope team, which revealed new evidence to help us understand how magnetic fields behave around black holes
- Part of an international team that discovered a potent chemical compound that could possibly treat and even eliminate malaria

Unique positioning

The Faculty of Veterinary Science at Onderstepoort remains the best in Africa with a number of milestone procedures:

- First successful CT scan performed on a live adult rhino
- Ground-breaking surgery on a filly suffering from an upper airway restriction
- A partial knee replacement on a cat to save its right leg from being amputated
- Specialised heart surgery on two dogs

Research focus areas

- Agriculture and sustainable food systems
- Climate change and the environment
- Economic development and sustainable futures
- Energy
- Heritage studies
- Inequalities, Social Justice and Human Rights
- One Health
- Smart infrastructure and innovation
- Water



17

A-rated researchers, recognised as leading international scholars in their field



SHAPING THE FUTURE WITH ... NEW KNOWLEDGE



312 827

Number of UP alumni spread across 118 countries



First in Africa

- To implement Blackboard Ally to make digital courses more accessible to all students
- To introduce a chatbot to enhance student mental health and wellbeing



Ready to help

355
Study modules that involve community work

Socially responsible

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High Performance Centre

Nurtures some of Africa's greatest athletes, including recent Olympic medallists



Ready to work

- Recognised by the South African Graduate Employers Association (SAGEA) for the Best Work Readiness Programme
- Centre for Entrepreneurship supports existing entrepreneurs and develops youth entrepreneurship
- Centre for the Future of Work researches new ways of working to create future-fit world graduates



Strong learning support

- **FLY@UP** – ensures students can graduate in minimum time
- **FLYHIGHER @UP** – improves postgraduate success rate
- **Social learning spaces** – mimic real-world work and social environments
- **Connected campuses** – fibre optic connectivity across all campuses
- **Pre-University Academy (PreUA)** – targets talented learners and those with potential from different socio economic classes to pursue tertiary education. Learners acquire 4IR skills, learn how to integrate knowledge and are exposed to university facilities and teaching



Transdisciplinary research

Collaborative platforms co-create new knowledge that translates into solutions. Recent additions include:

Engineering 4.0 – a collaborative hub for Smart Cities and Smart Transport
Future Africa Institute – a dedicated campus for transformative research relevant to Africa's development
Innovation Africa @UP – integrating natural and agricultural sciences, technology and innovation
Javett-UP Art Centre – focuses on the importance of Africa and its art



First for Africa

UP has the first portable emissions measurement system in Africa to help set realistic carbon emission targets



Collaborative partnerships

- **African Global University Project** – develops young intellectual leaders with a global outlook
- **InnoFoodAfrica Project** – focuses on enhancing food and nutrition security in Africa
- **Alliance for African Partnership** – develops entrepreneurs and business initiatives (with Michigan State University)
- **United States-South Africa Higher Education Network Project** – promotes exchanges and collaborative research between UP, Rutgers University-Newark and the University of Venda
- **United Nations Children's Emergency Fund** – supports the JuniorTukkie programme, which helps learners make a successful transition to higher education through digital learning



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We are an independent member firm of Morison Global, an international association of leading professional service firms worldwide.

WHAT SETS OUR SAICA TRAINING APART?

Training and development are essential to our culture with a structured mentorship programme for graduates, a team dedicated to supporting them, and partners who are accessible and able to add value along the way.

The firm focuses on personalising our process around article training to suit the skills and strengths of our graduates.

We value work/life balance and have embraced a 4.5-day week. Our dedicated social committee plans fun things like in-office pizza, social days out, overnight team building, and indoor soccer and netball to help everyone de-stress and connect as a team.

OUR IDEAL CANDIDATE

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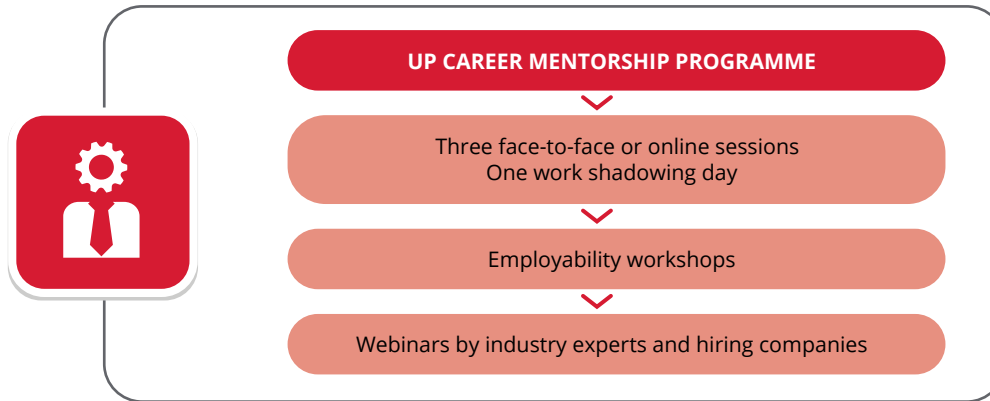
CREATING OPPORTUNITIES FOR COLLABORATION: STAY ENGAGED

UP MENTORSHIP PROGRAMME 2023

The Career Services office has been offering the UP Mentorship Programme for five years. The programme aims to expose final-year students to the world of work, by partnering students with industry experts who share their insightful knowledge and offer career support. The 2022 programme demonstrated a 93% success rate. Final-year students from all nine faculties have benefitted from the programme. The duration of the programme is limited to six months but may be extended, based on the relationships established. Mentors are selected through our application process via LinkedIn, the UP Alumni Connect App and our industry database. The Career Services team matches students and mentors, taking into consideration gender preference and field of study.

WHAT ARE THE STAGES OF THE PROGRAMME?

- > Students complete an online application form sent via Tuks Careers.
- > Mentors apply by filling in a Google form to be part of our database.
Mentor application link: <https://forms.gle/mL7ckRSg4yTSfvD9>
- > The Career Services office will match students and mentors based on their gender preferences and fields of study.
- > Mentors and students will receive an email informing them of their established matches and an invitation to join an induction session.
- > Employability workshops will be available to students, including CV and cover letter sessions, as well as mock interview sessions.
- > Mentors and industry experts host webinars with the aim of sharing information about resources and available opportunities with all students participating in the programme.
Industry booking link: <https://forms.gle/3dYYHDY7nGYmCd5h7>
- > Feedback reports are required to be completed by both mentors and students.
- > Certificates of completion and reference letters are awarded to students.
- > Certificates of appreciation are awarded to mentors to mark the closure of the programme.
- > The 2023 programme commences in May and concludes in October 2023.



WHAT BENEFITS DOES EACH **STAKEHOLDER** RECEIVE BY PARTICIPATING IN THE PROGRAMME?**FOR STUDENTS**

- > Dedicated **one-to-one support** from an experienced professional
- > An opportunity to **network and build contacts** within an industry
- > **Gaining insight** into a chosen industry or career
- > Help in **recognising one's abilities and limitations** concerning one's career ideas and highlighting areas for development
- > **Development** of specialist skills
- > **Development** of employability skills
- > **Practical advice** on job search techniques and skills

FOR MENTORS

- > **Improve** communication and personal skills
- > **Develop** leadership and management qualities
- > **Engage in volunteering opportunities** which are valued by employers
- > **Enhance one's CV**
- > **Gain recognition** for one's skills and experience
- > **Benefit** from a sense of fulfilment and personal growth

"I learnt more about the possible routes I can take in my career. It also reaffirmed how important it is to share knowledge and offer guidance to new students or those who are equipped with less information."

MENTORS



Matuku Mphahlele
PhD

I am currently working as an educator and an independent researcher.

As a tool in the career development of students, the mentorship programme is an important personal development enabler. The programme stimulates students to dare to dream and take personal ownership of bringing their dreams to fruition.

The relationships with my mentees matured with ease from typical academic engagements to student life and work-related aspects. Typically, the relationships were characterised as a chemistry of a triad of transparency, honesty and trust elements.

Students need some certainty about the relevance of their course and applying of the knowledge gained from their studies to the real workplace environment. However, certainty of getting a job aligned to one's university studies and knowledge is rare. Together with the students, we learnt that they need an integrated experiential learning experience in pursuing their choice of career and employment.

The mentorship programme has helped me with my career development insofar as I feel more confident working with students from various social backgrounds including different academic capacities.

The highlight of the programme has been the excitement of the student mentees when receiving their mentorship reference letters and mentorship attendance certificates from UP.

I would recommend that students participate in the mentorship programme. Feeling uncertain about the successful alignment and integration of university knowledge and workplace expectations remain a challenge that can only be addressed by the formal mentorship programme.

In terms of my future plans: As an academic and researcher working with school and university students my plan is to find a home in people management and teaching.



Michael Shackleton

I am currently studying towards a Professional Director's Certificate through the Directors Association, and Masters in Public Administration at the UP.

I definitely think the mentorship programme is an important part of career development as it helps to orientate people and give them guidance.

I had a very positive relationship with my mentees. I chose to meet them face-to-face and kept myself available and created a WhatsApp group of myself and the mentees to exchange ideas and information.

Through this process I learnt empathy, emotional intelligence and listening skills. The mentorship programme has helped me in my career development because it is always useful to grow one's network but it also entrenches me in my roots as a Tuks alumni. I feel that Tuks was crucial to my development.

A highlight of the programme so far was when I gave advice to one of my mentees which resulted in her successfully launching an NGO, and gave advice to my other mentee to perform successfully in her assignments. I would absolutely recommend students to apply for the mentorship programme.

In terms of my future plans: I will always keep studying, continue to be involved in the public sector, private sector and NGO space and strive to be a role model to others for success, persistence and resilience

MENTEE



Siphso Mapfumo

I am studying towards a BCom Informatics (Information Systems) degree. I think that the mentorship programme is an important part of career development because it encourages students to begin envisioning/ planning for life after university and considering which route(s) they would potentially like to take.

I had a great relationship with my mentor. Although the year was extremely busy, for him and myself, my mentor really made an effort to check up on me, inform me of opportunities and offer advice regarding my developing careers.

From the mentorship programme I learnt more about the possible routes I can take in my career. It also reaffirmed how important it is to share knowledge and offer guidance to new students or those who are equipped with less information.

In terms of my career development, the mentorship programme made me more aware of the opportunities that are available and I feel more prepared for the working world.

A highlight of my participation so far was going for an on-site visit with my mentor. I was able to see and join in on his day-to-day duties and responsibilities. He and his colleagues were super friendly. They were quite inclusive - during their meetings/discussions, they would explain what they were talking about and made sure I understood. This experience provided an opportunity to see how everything I've learnt about for the past three years ties in with the real-world environment.

I would definitely recommend the mentorship programme as I have gained a lot from it.

My further plans are to complete my studies in BIT Honours Information Systems and work part-time.

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THE SKILLS FOR THE FUTURE

“You cannot wait until a house burns down to buy fire insurance on it. We cannot wait until there are massive dislocations in our society to prepare for the Fourth Industrial Revolution.”

- Robert J. Shiller, 2013 Nobel laureate in economics,
Professor of Economics, Yale University



Youth unemployment in South Africa is a continuous challenge, which impacts the past, present and future generations in the country.

The Higher Education Academy emphasises that work readiness and employability refer to the establishment of opportunities to develop the skills, knowledge, and experiences of graduates for them to successfully transition into the workplace (2016). The Department of Higher Education prioritises addressing interrelated challenges such as poverty, inequality and unemployment as these are factors that dampen the spirit of South African citizens. South African universities are mandated to address these priorities by maintaining strengths and addressing gaps in this sphere. Universities address these priorities in terms of quality of teaching and learning, attitude and values, actively encouraging and promoting co-curriculum participation, and the use of career services to enrich the employability of students (Janeke, 2021).



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UP LAUNCHED ITS EMPLOYABILITY-FOCUSED DIGITAL CAPABILITY LABORATORY AT THE HATFIELD CAMPUS ON 1 NOVEMBER 2022.

The Digital Capability Laboratory will offer students the necessary skills to enable them to thrive and adapt to the constantly evolving world of work. The newly launched lab aims to address South Africa's staggering youth unemployment rate by upskilling students to develop them into employable, innovative and solution-driven graduates.

The lab was launched as part of the European Union's (EU) Erasmus+ SUCSESS Project, an initiative that researches ways to tackle the scourge of youth unemployment and boost student employability in South Africa. UP is one of six higher education institutions involved in the EU Erasmus+ SUCSESS Project. At UP, the project is led by Berendien Lubbe, Emeritus Professor and Senior Research Associate in UP's Department of Historical and Heritage Studies.

The lab will employ digital collaborative learning as part of UP's efforts to develop future-fit programmes. UP Vice-Chancellor and Principal Prof Tawana Kupe said it is crucial for the University to prepare and equip its students for the future world of work, which is anticipated to be vastly different from the current one. "This next generation of graduates is expected to change jobs and professions multiple times across many new emerging sectors, and will need to continuously upskill in order to stay employable. Education authors worldwide concur that the current educational systems and qualifications will rapidly become dated and obsolete. It is therefore important that we recognise which essential skills need to be developed for our graduates to actualise themselves and function optimally in the workplace,



UP LAUNCHES DIGITAL LAB TO DEVELOP FUTURE- FIT EMPLOYABLE STUDENTS

as well as contribute to the developmental aspirations of South Africa and Africa,” he said at the launch.

“The Digital Capability Lab falls in line with our strategic priorities to build a robust present and future, both for the University and its students, and society at large. We are navigating ongoing disruptions at multiple levels and face numerous complexities which require us to collaborate across academic disciplines and national borders to co-create impactful knowledge and innovative solutions. These efforts are not only necessary to survive and thrive in the changing employment landscape, but are crucial to the livelihood of future generations,” Prof Kupe added.

The Digital Capability Lab will be transdisciplinary-focused, and will be managed by the faculties of Humanities and Economic and Management Sciences and UP’s Department of Career Services. Professor Sandy Africa, Deputy Dean: Teaching and Learning in the Faculty of Humanities, said the lab’s equipment and technologies will harness the students’ limitless potential and nurture their talents while preparing them to be agile in their future working environments.

“When innovative ideas, industry tools, community engagement and professional simulations are effectively applied to real-world scenarios and contexts, youth employment opportunities in the global south become endless,” said Prof Africa, highlighting the importance of technology in tackling youth unemployment.

Echoing Prof Africa’s sentiments on the essence of technology in boosting employability, Professor Margaret Chitiga-Mabugu, Dean of the Faculty of Economic and Management Sciences, said one of the Faculty’s key focus areas is to develop employable graduates

who will use technology to be part of a skilled and innovative labour force in South Africa.

“It is crucial for us as a faculty to ensure that we develop employable graduates who will take advantage of these technological advancements. This lab attests to our commitment to equipping our students with capabilities for the future,” she said.

Prof Chitiga-Mabugu added that postgraduate students in the business management and financial management programmes have already started using the lab to identify financial vulnerabilities in companies and explaining these using economic and supply chain data.

The lab boasts cutting-edge technologies, which will offer a creative and unique space for hands-on digital capability building. The facility is also a test bed for piloting and scaling innovative solutions. Students will have access to technologies used in various industries that will enable them to find innovative solutions to industry-specific problems.

The Director of UP’s Centre for the Future Work Dr Wesley Rosslyn-Smith, who provided technological direction for the establishment of the lab, said: “This state-of-the-art digital capability lab will equip students with the necessary digital, technical, management, and people skills required in the world of work. It is important for universities to forecast and to incorporate future-forward learning pathways that are economical and will facilitate faster learning for students to find meaningful employment.”

https://www.up.ac.za/news/post_3112051-up-launches-digital-lab-to-develop-future-fit-employable-students-

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INTERNSHIP PROGRAMMES



An internship is a programme offered by companies and organisations to provide work experience and training to students or recent graduates in a particular industry.

To get the best out of an internship programme, it is important to:



SET GOALS AND EXPECTATIONS FOR YOURSELF

Define what you want to learn and achieve during the programme.



NETWORK

Build relationships with your colleagues, mentors and other professionals in your industry.



COMMUNICATE WITH YOUR SUPERVISOR AND COLLEAGUES

Ask for feedback, guidance and clarification of your responsibilities.



KEEP TRACK OF YOUR PROGRESS

Document your achievements, successes and challenges to help evaluate your performance and demonstrate your value.



BE PROACTIVE

Take on extra tasks or projects, participate in meetings and events and interact with different departments.



STAY POSITIVE AND ENTHUSIASTIC

Show initiative, be curious and open to learning new things.

FUTURE OF WORK

The future of work is rapidly evolving as technology transforms the way we live and work. Here are some trends to look out for:

01

REMOTE WORK WILL BECOME MORE COMMON

With the rise of technology and digital communication tools, remote work is becoming more prevalent. Working from home or other remote locations will become more common as companies seek to reduce office costs and provide more flexibility for their employees.

02

SKILLS AND ABILITIES WILL BE MORE IMPORTANT THAN DEGREES

Employers will focus on skills and abilities, rather than degrees. This means that individuals who can demonstrate their experience and expertise in a particular field will be more attractive to employers.

03

AUTOMATION AND ARTIFICIAL INTELLIGENCE WILL CHANGE WORK

As automation and artificial intelligence continue to advance, some jobs will become obsolete, while other new jobs will be created. Workers will have to adapt to these changes by developing new skills and being open to new opportunities.

04

THE GIG ECONOMY WILL CONTINUE TO GROW

The gig economy, where individuals work on a short-term or project basis, will continue to grow. This means that workers will need to be adaptable and able to work on a variety of projects throughout their careers.

05

SOFT SKILLS WILL BE ESSENTIAL

Soft skills such as communication, collaboration and emotional intelligence will be more important than ever in the future of work. These skills will be critical for workers to succeed in collaborative and diverse environments.

Overall, the future of work will be shaped by advances in technology, changing workplace dynamics and the demand for new skills and abilities. Workers who are adaptable, skilled and able to collaborate effectively will be well positioned for success in this changing landscape.

To eradicate youth unemployment rate, UP's Career Service office, in collaboration with Human Resource Learning and Development, have introduced the Internship programme to produce future-fit graduates.

Future-fit graduates are graduates who possess the skills, knowledge and attitudes required to thrive and succeed in the rapidly changing world. They are equipped with a mix of technical skills, soft skills and adaptability skills, enabling them to navigate uncertainties and complexities of the future. Employers look for future-fit graduates as they are more likely to meet the challenges of modern workplaces and contribute effectively to organisational growth and success.





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LinkedIn LEARNING: THE IMPACT OF SOCIAL MEDIA AND HAVING A DIGITAL PROFILE



LinkedIn is a social networking platform designed specifically for professionals. It is used by individuals and companies to connect with others in their industry, build professional networks and share knowledge and resources.

To get the best out of LinkedIn, you should take the following steps:

1. **Optimise your profile:** Make sure your profile is complete and highlights your education, experience and skills.
2. **Connect with others:** Build your network by connecting with colleagues, classmates and other professionals in your field.
3. **Join groups:** Participate in groups related to your industry to learn new insights and connect with like-minded professionals.
4. **Share relevant content:** Share relevant news articles, industry updates and thoughtful insights to showcase your expertise and grow your influence.
5. **Engage with others:** Like, comment and share other people's posts to stay active and engaged in the community.

Remember, the key to success on LinkedIn is to constantly build your network, stay engaged and add value to the community.

In the quest to grab available opportunities with both hands, one needs to be constantly learning and improving “the most in-demand business, tech and creatives skills” according to LinkedIn Learning. LinkedIn Learning courses are online courses that are designed to help individuals acquire new skills and improve their knowledge in various subject areas. These courses are available on LinkedIn's online learning platform, and they cover a wide range of topics, including business, technology, creative skills and personal development. The courses are created by industry experts and are designed to be engaging and interactive, with videos, quizzes and exercises to help learners actively engage with the material. The courses are available through a subscription service, which provides learners with unlimited access to the entire library of courses.

NETWORKING: DEVELOPING A PROFESSIONAL NETWORK WITHIN YOUR INDUSTRY STEP-BY-STEP

Networking is a skill one requires to increase your number of acquaintances/relationships.

This skill guarantees expansion of knowledge and skillset. This expansion can either come through the people with the same career path or through people with the same interests as you. Networking is important for growth in one's industry, as it provides a platform to exchange ideas, information and it can bring about mentorship.

There are two types of networking; physical networking or online networking.

Physical networking is being acquainted with peers in one's academic field, acquainted with lectures and supervisors. It means creating relationships within your circle of influence or the circle that directly influences you. Physical networking doesn't only end in the classroom; it expands to meeting experienced people in the field of one's study or field of interest.

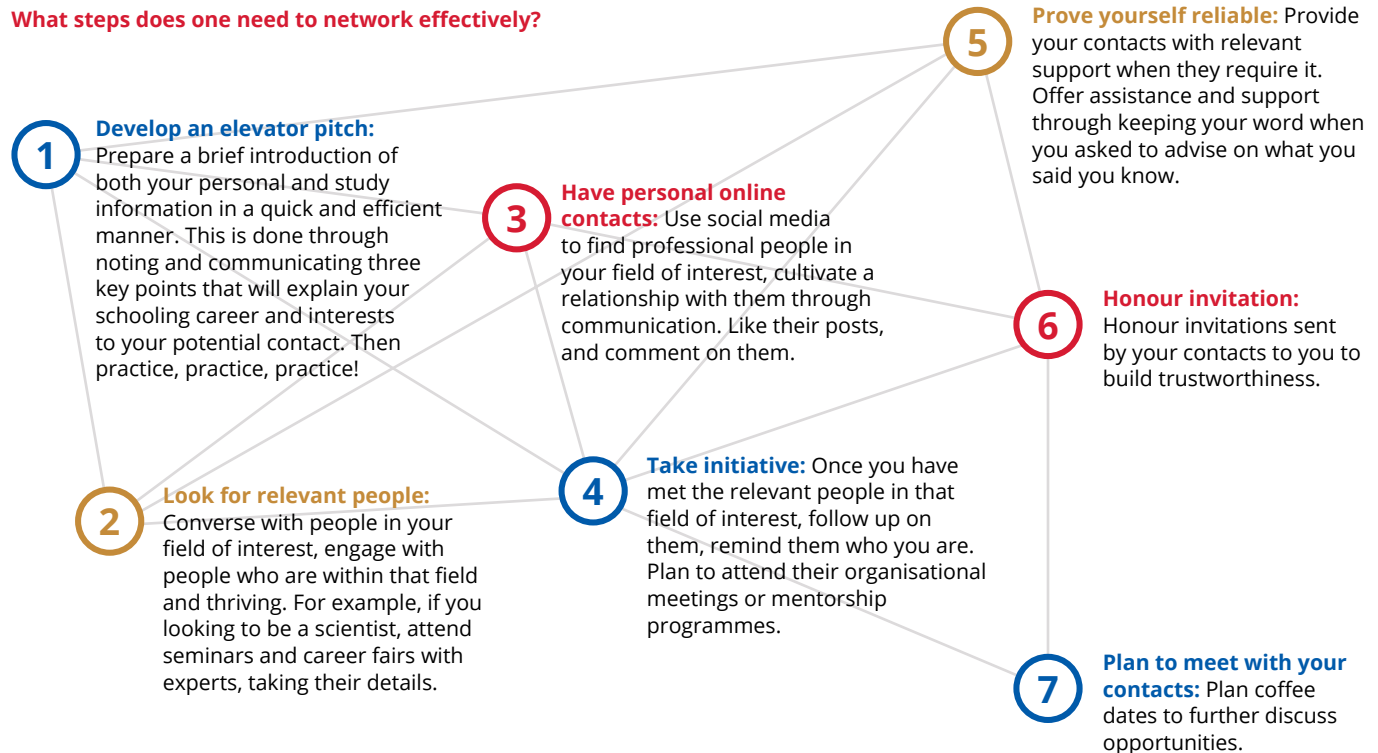
Acquaintanceship can and should occur during career fairs, in mentorship programmes, professional organisational group meetings, seminars and conferences; basically in spaces designed to attract like-minded people. This contact allows individuals to be exposed to current news, skills, events and prospects within their field of study.

Online networking, such as LinkedIn, Business2Business and MeetUp, performs the very same function as physical networking; however, it exposes individuals to a large group of peers and other professionals. These platforms give way for sharing information through engaging in blog posts, through joining groups and engaging with other professionals. They allow participants to upload their CVs to search for job opportunities, to be identified as potential candidates and to identify potential employers.

WHY YOU SHOULD NETWORK?

If a single person commits to meeting a new person every month, come year end, they have met 12 people. Those 12 people also commit in that same spirit. That sums up to 144 people within one's scope of reach; leading to a well of opportunities, information and skills disposable to each person.

What steps does one need to network effectively?



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Key to success

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- Videography and video editing

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WHERE ARE THEY NOW? #SHAPE YOUR FUTURE

GRADUATES WHO WERE APPOINTED AS INTERNS AT UP



Alisha Jawaharlal
*Honours in Industrial
Psychology in 2022. I am
currently pursuing my Master's
degree in Industrial Psychology*

I am employed at UP as a Human Resource Officer at the Faculty of Humanities.

My experience as an intern had highs and lows. Looking back, I wouldn't change a thing. Going into this internship, I expected to perform mundane administrative tasks. To my surprise I was given more responsibilities and trusted with higher level tasks. Academia can prepare you to a certain extent, however, practically doing the work challenges you to truly apply your mind and be dynamic. This internship programme has not only prepared me for my career but it has also shown me that I have untapped potential which I am looking forward to exploring.

I believe my communication skills and professionalism have improved drastically and

this will prepare me for my next job. In terms of knowledge, I have received first-hand, practical experience which has supplemented my studies extensively. My experience has also reinforced that I am in the most suitable field for my personality.

The Career Services office truly puts in blood, sweat and tears into enriching UP students. I believe that the chance to gain entry into the workplace allowed me to display my strengths which impressed stakeholders at the University. Consequently, I have secured a position at UP. The employability service played a big role in my entrance and establishment into the workplace since I was noticed and applied for my first job through the Career Services office.



Lesego Modise

Second year of Master's degree studies in social work, with a specific focus in healthcare (MSW healthcare)

I am currently not formally employed; however, I run an NPO in Mamelodi West that is focused on rendering services to older persons with chronic illnesses. The organisation was established in 2018 and since then I have been managing it while furthering my studies.

In 2022 I had an opportunity to be part of the presidential youth employment stimulus initiative internship at UP, under the Social Work and Criminology Department. I was a research assistant to one of the research methodology professors at the University (Prof Stephan Geyer).

As a research assistant, I had multiple duties that required much focus and at times would be challenging. I had to learn to engage with final-year students, assist them in conducting research; from the research proposal to the final chapter. This included providing feedback, as well as having group and individual consultations with them daily. The challenging part was having to explain the work I had just learnt to them to ensure that

they pass the module. Moreover, having to manage and cope between my own studies and work was challenging, because as a first-year postgraduate student you are often overwhelmed with assignments and meeting deadlines. However, through the support of both my supervisor and colleagues, I managed to pull through and have my work done on time and effectively.

The internship has profoundly equipped me for work and beyond. As a social worker having to help people cope with their issues, this opportunity provided me with a platform to assist students dealing with both personal and school-related issues.

I have used the employability services (CV writing), which has helped me gain skills in writing a professional CV for employment. I think both undergraduate and postgraduate students should make use of these services to prepare them for seeking employment.



Neo Nkwana
BCom Marketing Management

I am currently employed part-time at the Nahana Communications group with Lucid Performance as part of a 12-month learnership with Absa and I'm employed part-time at UP's Future Africa Campus. I'm also completing a National Certificate in Advertising specialising in digital marketing.

The internship programme introduced me to a working environment and also exposed me to working with different teams. I was able to start a short course through the internship programme where I could implement what I learnt at work. This has created better opportunities for me in different ways.

The social media skills I gained from managing Future Africa's social accounts was the biggest takeaway of my internship so far but the soft skills I learnt made me an even better person. I learnt how to communicate well with my colleagues and how to manoeuvre myself better in today's world. The photo shooting skills were a bonus. The work culture at Future Africa is unique, as a transdisciplinary research institute the space and environment allow for collaboration and shared knowledge. The staff at Future Africa is very friendly and welcoming.

I took up the internship in the year I was taking a gap year. I managed to acquire some certificates on LinkedIn Learning as I did not have any academic commitments. These certificates came as a plus because they show recruiters that I take pride in my work and I'm committed. With my mentor leaving in the second month of the programme, I was alone and had to become independent and find my feet within Future Africa. Soon enough I did not need as much assistance as I did when I entered the

programme. I can proudly say that I managed all social media accounts I was responsible for well and that there were significant improvements.

I have felt proud of my work almost all the time from the time my mentor left. I always make sure the content I put out was top notch and flawless. Being part of the website redesign process for Future Africa was my favourite experience because I was able to apply my web design skills and grow them. My mentor leaving put me in panic mode but it was a learning curve and her leaving actually empowered me to be independent. Even though the programme was near perfect, I wish I could apply my knowledge from the digital marketing programme more as I learnt a lot and there is much to be applied. I appreciate that Career Services provides a support structure and it is good for students and interns to be able to share their experience with someone from the Career Services.

I have committed myself to marketing and I wish to make more interactive and engaging experiences for audiences around the world. My advice to students as they look for future careers or future programmes would be to not let the pressure or lack of money get to you. Stay committed because the things you want may not come through the avenues you think they may come. In some cases you may be in for something better than you dreamt of. There is no set path to success; the road is long and rocky so enjoy the journey.

I recommend that future graduates search for job opportunities by setting up a LinkedIn account and networking with talent managers. I was able to secure interviews like this so it definitely works.



Chloe Moodley
*BA in Psychology and
Criminology and a BSocSciHon
in Psychology*

I am currently working as an HR Officer at ADVTECH Resourcing. I promote mental health and wellness to all of our employees. The internship programme gave me the necessary skills to be successful in the workplace. I use my communication and presentation skills on a daily basis.

During the programme I learnt how to engage with individuals at all levels. This helped me to communicate better with my co-workers. I also developed my research skills during my internship which has helped me design a wellness programme at my workplace. During my internship I did many short courses through Enterprises at UP which helped improve my knowledge and skills. I also took on many roles to be able to assist the whole department such as researcher, tutor, lecturer, facilities assistant and office assistant. I received lots of constructive and positive feedback on a weekly basis, which helped me improve and kept me motivated.

My experience enabled me to build a strong CV and profile on LinkedIn, which led to many employers recognising my abilities.

I am most proud of assisting lecturers in their research during my internship. It is such an accomplishment that I played a part in creating

future knowledge for the world and I felt proud when I received my feedback forms from my students. It helped me understand that I am actually making an impact. This was really exciting to see. I also loved the opportunity to lecture and to meet new people. If I could do it all over today, I would try to do more short courses.

Takeaways from the internship are that confidence is key. I was very shy at the beginning and I wished I could have been bold. The internship helped me get out of my shell.

If I could give advice to students it would be to remember to always be yourself. You are the best “you” and only YOU can bring that to the table. Keep applying for positions as you never know what could happen. Lastly, never stop learning. Always try to be a better version of yourself. Future graduates should search for job opportunities on LinkedIn and graduates should create a personal brand for themselves.



Victoria Molebogeng Sgudla
*BA General, majoring in
Psychology and Honours in
Psychological Counselling*

I am currently employed as an Operations Coordinator at Wits Health Consortium, which entails managing a small clinic that caters for sex workers in Tshwane.

The internship programme prepared me for my career, both professionally and personally. Professionally, I learnt how to be organised and how to work in a team. Personally, I learnt how to be more confident and how to communicate openly.

The internship also taught me how I should never doubt myself, and to also understand everyone's culture as we all respected each other as a team. I also learnt that the harder you work, the more you get out, for an example, getting a praise from my supervisor that I was doing a good job gave me the confidence that my hard work was being recognised.

Since I was an intern at Career Services, I learnt the importance of a professional CV and how to be professional in an interview. The internship provided me with the skills needed for the work environment. I am currently a manager and I got the management skills from the internship programme, especially when it came to working in a team and taking responsibility of different tasks. The internship prepared me for a management role, as I was working with the supervisor on a daily basis, learning everything that she was doing, and also being able to do them on my own.

Reflecting on my experience, I am grateful for the opportunity to be part of the first

internship programme at Career Services. After the internship I realised that I have grown as a person and I learnt to trust myself more, and I am very confident. This showed that the programme was tailored in such a way that it spoke to each individual's needs; there was room for everyone.

I am most proud of managing a successful team of interns for 12 months. I worked hand-in-hand with the internship coordinator on a daily basis and I made it easy for her to make sure that all the interns were well taken care of, and that they were happy and doing their jobs in their departments.

The one thing I wish I knew when I was an intern was to take time and do research into a career that I wanted to embark on, even if it meant taking a gap year to do so. Choosing the wrong career can be demotivating. Personally I would choose the same career path, even though my job description has changed since the internship.

In general Career Services is a very social department, but because of Covid-19 we did not get the chance to experience that. We couldn't really engage with students directly.

Future graduates can search for job opportunities on the Tuks Careers portal and can also contact Career Services to be registered on their database to get emails about job opportunities that might be available. Always remember that difficult roads often lead to beautiful destinations.



Kgomotso Mathole
BA in Psychology

I am currently a Departmental Administrator at the UP Museum. I had put a pause on furthering my studies due to financial reasons; however, I am looking into pursuing my studies in the coming year.

The internship programme equipped me with all the necessary skills and has given me exposure to the world of work. Without the internship, I would have been clueless about what the world of work is like. The internship was definitely a necessary step in my career and as a new graduate.

The internship programme has taught me so many skills such as time management, good communication skills, presentation skills, teamwork, and many other valuable soft skills that I am still holding onto and implementing in my current job.

Being directly involved with assisting fellow graduates and students with tips on how to write a CV, cover letters and assist with mock interviews and interview questions have made me work ready and employable.

I am proud that I was open to learning and that allowed me to learn as much as there was to learn. I used all the knowledge I had and implemented it into my own career path and in my search for employment, as such, I found myself employed by the UP Museums the following month after my internship ended.

At the beginning of the internship I was very nervous and I lacked confidence. However, I was able to excel and understand my job description. Being able to assist graduates and students prepare for the world of work through mock interviews was always my proudest moment. I just wished I asked more questions as it is always good to ask questions and seek guidance from your mentors and relevant people.

There are a few things that I could have done differently, but I wouldn't go back and change them, because my experiences have made me who I am. I try to learn from my mistakes and view them as challenges to overcome and as opportunities to do better next time.

My advice to future graduates would be to never throw in a towel, be persistent, ask questions, seek clarity, and use all that Career

Services offers to your advantage. Never underestimate the power of networking.

Being more involved with graduates and students in terms of following up regarding their job application processes and outcomes.

The organisation's culture was very welcoming with friendly and trusting employees as it was easy to build work relationships and get advice and learn from mentors.



Aliyah Ahomed
BA general and Honours
in applied psychology for
professional contexts

I now work at a wellness travelling agency, writing articles on wellness and travel in South Africa. I am currently employed at Pure life technologies.

The internship programme prepared me for my career as it taught me discipline, and introduced me to the world of work, and granted me experience, even though it may not have been in my particular field. Experience counts no matter what discipline it may be in.

Time management is an essential skill I learnt during the course of my internship, because while studying and working I had to find a balance, and work was a priority and a constant. Things need to be planned around your job and that is an essential skill to have, as that is how life will always be, planning your life around your job as it is always a priority.

Having experience from such a prestigious institute as UP serves as a great advantage as it is held in such high regard across many professional boards, and the academic background of working and gaining knowledge at UP portrays a good image as UP strives for excellence, in both their employees and students. I loved being a part of the working culture within the University. UP is known for its unique institutional culture, and they definitely bring it back into the workplace. Being an ambassador for the University in other respects

is a humbling experience. I am most proud of studying and working full time for six months, proving to myself you do not know how much you are capable of until you are pushed to those limits.

I was also proud of my work when two other interns and I cleared out an administration backlog that the office was trying to clear out for years, after three months. We put shoulder to the wheel and completed our intended work earlier than anticipated.

We received feedback once a month, based on performance and work ethic. I received overall excellent feedback from my supervisor, pointing out to me where improvements could be made. Constructive and positive criticism was given, also highlighting my strengths in the same breath.

If I had to do something differently, I would definitely apply for a longer internship position, because I miss my job, colleagues, and I miss UP. I am open to a career in administrative work; the internship has broadened my perspective on career paths and I would pick the same career path.

To future graduates I would say take the chance, grab an opportunity at the University with both hands. It can springboard your career. UP offers great learning opportunities

in the working world, and is highly regarded all over South Africa. The work culture at UP is healthy, individuals respect one another, and great friendships have truly been formed.

Look for job opportunities in the emails the Career Services send out, on LinkedIn, and the Careers at UP Website That's where I found my current job. UP provides endless opportunities for individuals, even after they graduate.



Thabiso Makeketa
*LLB and currently studying
towards an LLM in Private Law*

The internship programme at UP had a massive impact on my professional career. I was placed in the Legal Division of UP where I was able to build long-lasting ties with some of my mentors. The environment enabled me to learn and make mistakes without fear of prosecution. I harnessed some of my communication and soft skills and my eagerness to learn eventually channelled me to shift from the Office of the Registrar to Labour Law with Employment Relations.

The programme taught me to pay attention to detail and to manage my time effectively which I find useful in my current post. Time management is an essential skill to have as a lawyer. I learnt a lot about procedure of instituting a case which I find useful in my line of work.

I am proud of the work done for the University in upholding some of its key values and principles together with the key relationships I have built. There were many occasions where I helped maintain the integrity and esteem of the University from being jeopardised. I was most proud of harnessing my litigation skills when I

was given the opportunity to initiate a case on behalf of the University at a disciplinary hearing.

I loved how the programme adopted a hands-on approach to learning and career development and kept track of some of the challenges you face. Things that I wish I knew as intern was to believe in myself and trust the process because the process is more important than the destination. What makes us lawyers is not the degrees we have but the knowledge, the skills we learn throughout the process, and how we apply them to solve problems in the real world.

My advice to law students is that they must learn how to sell themselves. That is essentially what is going to put you wherever you are. For you to do that well you need to know who you are and where you are going.

Graduates should always be on the lookout for opportunities from Career Services through their UP email address. For outside work follow employalawyer on all social medial platforms, and also check opportunities on LinkedIn.

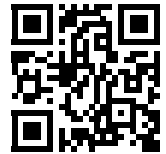
Next Generation Employment



Graduates face an increasingly competitive and constantly changing world.

The GIBS full-time PDBA is an honours equivalent degree that exposes recent graduates to leading business trends and builds the skills needed for future career success.

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- > Increase your employability by gaining a deep understanding of the evolving business landscape.
- > The programme includes a workplace internship.



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**SCHOOL of
ENTREPRENEURSHIP**
Your Future Starts Here



What are you going to do after graduation if you can't find a job?

Finishing your degree so that you can find a job and finally get paid, is an exciting thought. But relying on the job market to generate income is extremely risky these days. Here's why:

As reported by Stats SA, the unemployment rate* is 32.7% for Q4 2022. In actual numbers, this means 7.8 million South Africans are unemployed.

According to the IMF's World Economic Outlook (published on 27 Feb, 2023), South Africa is projected to have the highest unemployment rate globally in 2023, estimated at 35.6%.

Furthermore, our graduate unemployment rate is 10.6% and has more than doubled since 2012. However, keep in mind that it's harder for new graduates to find jobs versus graduates with a few years of working experience. So, the graduate unemployment rate for new graduates is likely to be higher than for adults.

**The unemployment rate figure of 32.7% is according to the strict definition.*



Have you considered using the knowledge you've gained from your degree to start your own business?

Because South Africa's unemployment rate is so high, youth and young adults are starting their own businesses to earn an income and take part in the economy.

Dr. Olebogeng Selebi, Deputy Director of the University of Pretoria's Centre for the Future of Work (CFoW), recently gave a talk in which she said that even though businesses run by young people are a big part of the economy, they tend to fail a lot.

Small and medium-sized businesses (SMEs) do the worst, and many of them fail in their early stages. She emphasised that entrepreneurship in South Africa can only grow if young people who want to start their own businesses get the help they need to succeed.

At the School of Entrepreneurship, we agree and understand that the prospect of starting, running, and growing a business can be overwhelming, especially when you're fresh out of university. And if you don't have an experienced coach to guide you, you may make costly mistakes by guessing instead of following a proven process, waste time chasing dead-end ideas, and end up burning more money than you make.

That's a recipe for endless frustration and, potentially, a costly financial disaster. But what if you had a team of accomplished entrepreneurs as your business coaches—coaches who guided you while demystifying and simplifying the process?

That's what our 4LIFE Entrepreneurship Programme offers you. By joining the programme, you can avoid many of the struggles that the typical business owner goes through because you'll get to plan, launch, and run your business alongside seasoned entrepreneurs.

“64% of South African entrepreneurs say that learning from other entrepreneurs contributes most to their development.”

— Heavy Chef's 2022 Entrepreneur Education Report



About the 4LIFE Entrepreneurship Programme

The 4LIFE Entrepreneurship Programme is a practical course that takes place online. It gives you the expert coaching, knowledge, tools, and ongoing support you need to start, scale, and then sustain a profitable business for the rest of your life.

There are two versions of the programme: "full-time" with one live coaching session per day and "part-time" with one live coaching session per week. The full-time programme takes place over the course of one year, and the part-time programme takes place over two years.



All of the coaching sessions are recorded and can be watched online at any time, 24 hours a day, 7 days a week. They are also interactive with Q&A at the end and come with assignments, exercises, and case studies.

A unique perk of both the full-time and part-time programmes is that you get lifetime access to all the content that's covered (including any future content upgrades) and ongoing support as you continue your entrepreneurial journey.

The School of Entrepreneurship affords you an opportunity to get the expert guidance you need to achieve your income goals through the 4LIFE Entrepreneurship Programme. Consider this fully online programme your blueprint for entrepreneurial success.

Visit www.schoolofentrepreneurship.co to get start dates for the upcoming intake and join the next cohort!

THE HARSH REALITY OF SOUTH AFRICA'S JOB MARKET



WHY STARTING A BUSINESS AS A GRADUATE IS POSSIBLY **THE BEST** WAY FORWARD

South Africa's university dropout rate of 85% is one of the highest in the world (HSRC Policy Brief, 2008), which means, as a university graduate, you become part of an elite group in society. There is something different about you. Where most students lacked the commitment and determination to see their degree through, you showed that you have what it takes to go far in life: motivation, discipline and a sharp mind.

However, as you step out of the classroom and into the workforce, you're undoubtedly feeling a mix of emotions - excitement, nervousness, and perhaps even a bit of worry. It's no secret that the South African job market is tough, and recent graduates face a range of challenges that make it difficult to find a job.

TOP CHALLENGES GRADUATES FACE WHEN ENTERING THE WORKFORCE

High unemployment rate

South Africa has the highest unemployment rate in the world, with over 42.6% of the population currently without a job, according to StatsSA (QLFS Q4 2022; expanded definition of unemployment). That's 11.8 million people in real numbers. This makes it incredibly tough for recent graduates to find work, especially if they have no work experience.

It won't get better anytime soon. According to the IMF's World Economic Outlook published on 27 February 2023, South Africa is projected to have the highest unemployment rate globally in 2023. Furthermore, the graduate unemployment rate is 10.6% and has more than doubled since 2012. Now, a graduate unemployment rate of 10.6% might seem low, but keep in mind that it's harder for new graduates to find jobs versus graduates with a few years of working experience. Thus, the graduate unemployment rate for new graduates is likely to be quite a bit higher than for adults with work experience under their belt.

The competition for jobs is fierce, and it can be challenging to stand out from the crowd. With such a large pool of unemployed individuals, it's unlikely that the job market will improve significantly any time soon. Therefore, it's essential to consider alternative career paths, such as entrepreneurship.

Limited job opportunities

In addition to the high unemployment rate, the job market in South Africa is also limited. Many industries are saturated, and there are only a few job opportunities available. This means that even if you have an excellent academic record and a great resume, it can be challenging to find a job that matches your skills and interests. On the other hand, starting a business allows you to create your own opportunities and build a career around your passions, which is preferred if long-term career satisfaction is important to you.

Lack of experience

Another significant challenge that recent graduates face is a lack of work experience. Many employers require candidates to have at least one, two, or even three years of work experience before they'll even consider them for a job. This creates a chicken and egg situation - you need experience to get a job, but you need a job to gain experience.

TAKING CONTROL OF YOUR CAREER PATH

As you can see, there are several significant challenges that you'll face as you enter the South African workforce. These challenges can be overwhelming, but there is a solution: entrepreneurship. Starting a business allows you to create your own job and gain valuable experience that you can use to become self-sufficient while taking control of your career and ability to generate income. Entrepreneurship is an exciting and rewarding path that is well worth considering.



SO, WHAT'S THE NEXT STEP?

By starting your own business, you can create your own job and generate your own income. If you're considering entrepreneurship as a career path over employment, there are several things you can do to get started, but one thing stands out above the rest.

Look at all the most successful sports stars in the world: Tiger Woods, Serena Williams, Siya Kolisi, Lewis Hamilton, Lionel Messi, and more. What do they all have in common? They each have a coach - a coach to train them, guide them, support them, and bring out the best in them.

Consequently, before you start researching an industry or market that interests you or think of a product or service that you can create, first seek out resources and support to help you through the tricky process of starting a business. There are organisations that offer coaching and mentorship programmes to aspiring entrepreneurs. One such organisation is the School of Entrepreneurship (www.schoolofentrepreneurship.co) whose 4LIFE Entrepreneurship Programme offers a proven process for starting, scaling and sustaining a business, which eliminates the guesswork.

Being an entrepreneur won't be easy, but with hard work, dedication and a positive attitude, you can build a successful business that provides you with financial stability, personal satisfaction and a sense of accomplishment. So, take the first step today by finding your coach. Your future self will thank you for it.

TSHEPISO MALEMA: THE GAMING ENTREPRENEUR BRIDGING THE GAP IN SOUTH AFRICA



From the dusty streets of Ivory Park to being nominated as one of Mail & Guardian's 200 Young South Africans, Tshepiso Malema is making waves in the tech and social entrepreneurship space at just 20 years old. Currently studying BIT Information Systems at UP, Tshepiso is a multifaceted young man with a passion for making changes and serving his community.

One of his notable achievements is the founding of Gamer's Territory, a gaming company that focuses on digital gaming and aims to advocate for gaming in Africa. Through their gaming facilities and software, Gamer's Territory provides an electrifying gaming experience to customers in and out of the townships, while also making education fun and easy through their educational gaming applications. Tshepiso's drive to bring technology to the townships and bridge the technology divide led him to start Gamer's Territory, and his vision has grown the business into what it is today.

Tshepiso's journey in gaming started when he was just 15 years old; inspired by his cousins who lived in the city and who introduced him to gaming on an Xbox. He won a laptop in a school competition sponsored by Nka'Thuto Edu Propeller, a non-profit STEM organisation, and became one of the top 30 technopreneurs in South Africa. He installed a game on that laptop and charged people one rand to watch him play, and that's how Gamer's Territory was born. Tshepiso realised that gaming is not just entertainment, but it also stimulates the brain and provides an opportunity for learning and skills development. To this end his company will be launching an educational game called Sgela which is an educational gaming application with a

mission of transforming the education system by simply infusing fun, enhancing creative thinking and ability to use imagination beyond theory that is applied. In simple terms: "You play while you learn, and learn while you play".

One of Tshepiso's goals with Gamer's Territory is to bridge the divide between people living in townships and those in more affluent circumstances. He believes that introducing young people to coding and virtual reality through gaming can unlock their dreams and provide them with opportunities they may not have had otherwise. Tshepiso's own experience with coding and building computers has inspired his younger brother to do the same, and he hopes to make a difference by teaching coding to young kids in the townships.

In addition to his work with Gamer's Territory, Tshepiso also started the Tshepiso Malema Speaks Initiative, a motivational platform aimed at helping young people discover their purpose and instilling entrepreneurship skills. He has also been selected by the US Department of State to participate in the Study of the US Institutes 2022 programme for Civic Leadership hosted at the University of Washington. Tshepiso serves on several boards, including being the Head of Transformation and Outreach for TEDxUniversityOfPretoria.

Despite his success, Tshepiso stays motivated by the fear of failure and the belief that he can change his family's situation. His mom has been a source of inspiration, always encouraging him to strive for greatness. Tshepiso's passion for gaming, technology and social entrepreneurship has driven him to make a difference in his community and beyond. He is a shining example of what young people can achieve with determination, hard work and a vision for change.

Tshepiso Malema is undoubtedly a trailblazer in South Africa's gaming and social entrepreneurship landscape. His achievements at such a young age are remarkable, and his commitment to making a positive impact in his community is truly inspiring. As he continues to grow his businesses and initiatives, Tshepiso's story serves as a testament to the power of passion, resilience and a drive to make a difference. The world is eagerly watching as Tshepiso Malema continues to unlock dreams and bridge the gap for young people in South Africa and beyond.

Featured articles with more information:

https://www.up.ac.za/school-of-information-technology/news/post_3056955-up-student-entrepreneurs-gaming-chain-brings-4ir-to-young-people-in-townships-

<https://futurumcareers.com/tshepiso-malema-we-want-young-peoples-dreams-to-be-unlocked-through-gaming-and-virtual-reality>

<https://tagmyschool.co.za/youth-needs-a-tshepiso-malema/>

Contact:

tshepiso@gamersterritorysa.co.za

Social media:

Tshepiso Malema - across all social media platforms



TuksNovation
ACCELERATING INNOVATION

TuksNovation: Accelerating the new generation of UP entrepreneurs

At UP students are not just prepared for a career that will take them to the top of their respective fields. They are also encouraged to be innovative thinkers who can identify gaps in the market and develop solutions and unique products that will improve the wellbeing of society. Entrepreneurship is therefore a skill that is nurtured. In this respect, the University's technology business incubator, TuksNovation, plays a crucial role. TuksNovation is firmly aligned with UP's 2025 vision of an Entrepreneurial University, whose aim is to introduce entrepreneurship as a comprehensive offering across campuses inclusive of all the disciplines with any potential linkages in the entrepreneurial process.

Established in 2017 as a non-profit company fully owned by the University, TuksNovation provides specialised product and business development support to start-ups. It has already produced several success stories in a relatively short period. It supports budding entrepreneurs throughout their growth journeys by assisting them to refine technologies and validate their business models for the relevant markets. It also assists start-ups to commercialise innovative technology into new sustainable enterprises with social and economic impact.

The complexity and magnitude of this challenge motivated UP to conclude collaborative partnerships with industry and government to form a true triple helix partnership model that supports innovation and entrepreneurship to contribute to a better future for all. The anchor partnership was with the Department of Small Business Development through its Small

Enterprise Development Agency (SEDA) and the Technology Innovation Agency (TIA) which supported the TuksNovation Seed Fund.

With seven UP campuses across Pretoria, Johannesburg and Mamelodi, TuksNovation has identified a unique opportunity to link both township and urban high tech entrepreneurs to markets and resources through its incubation programme.

TuksNovation's good relationships with the City of Tshwane and the Innovation Hub led to participation in the first inter-university innovation challenge in 2020.

The objective of this challenge is to find innovative solutions that can solve some of the problems the metro is facing with regard to transport, revenue collection, waste management, electricity and energy. Ten student start-ups from UP, supported by TuksNovation, were identified as finalists in this competition, and two of the teams emerged as winners in their respective categories. TuksNovation has also been participating in the Entrepreneurship Development in Higher Education (EDHE) Intersarsity Entrepreneurship Challenge.

The Intersarsity Challenge is an annual event led by the Universities South Africa (USAf), aimed at showcasing entrepreneurial opportunities at South Africa's 26 publicly funded universities.

In line with its focus on business launch and growth support, TuksNovation's incubation programme follows a three-stage approach. This entails technology and business model development, business launch and commercialisation, and business growth. However, it is fully aware that every business might be in a different stage in its life cycle, so it tailors its support to match each individual start-up's specific needs.



TuksNovation can be reached as follows:

Phindile Tshabangu

Centre Manager

phindile@tuksnovation.co.za

www.tuksnovation.co.za

14th Floor Humanities Building
UP Hatfield Campus

CASE STUDIES

TuksNovation has already supported several start-ups in the engineering, built environment and information technology fields that have successfully gone on to commercialise their innovations.



FundaBotix (Pty) Ltd is an education technology start-up company dedicated to equipping the young generation for the Fourth Industrial Revolution (4IR) and beyond. FundaBotix seeks to bridge the digital divide and bring affordable and innovative education technology solutions to underserved communities, such as townships and rural areas. The company was established in 2019 and is based in Pretoria.

The FundaBotix product line consists of a low-cost robotics kit and an e-learning platform called the FundaBotix Online Academy.



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MASTERCARD FOUNDATION

The Mastercard Foundation Scholars Program (MCFSP), in partnership with UP is currently offering scholarships for high-achieving African students interested in a first-time undergraduate degree and postgraduate degrees (Honours and Masters).



The Mastercard Foundation Scholars Programme (MCFSP) targets academically talented young people in Africa who are economically disadvantaged, people with a disability and internally displaced/refugees who will contribute to the transformation of the continent through their knowledge, skills, attitudes and values evidenced by their leadership. Community service and internships are essential components of the programme. The MCFSP offers a full scholarship to selected students who have been provisionally admitted to study for both undergraduate and postgraduate degrees at UP. Graduates must return to their home countries on completing their studies and give back to their communities. UP's relationship with the MCFSP began in 2013 when it became the first South African university to partner with the Mastercard Foundation. UP entered into an agreement with Mastercard to support 347 scholars, but managed to surpass that number – the latest cohort brings the total number to 460.

Moreover, the scholarship has the following countries represented on the programme: South Africa, Lesotho, Eswatini, Botswana, Zimbabwe, Namibia, Malawi, Zambia, Angola, Benin, Kenya, Ethiopia, Burundi, Cameroon, Nigeria, Sierra Leone, Ghana, Tanzania, DRC, Congo, Sudan, South Sudan, Rwanda, Uganda, Liberia and Reunion.



PROGRAMME ACTIVITIES

Leadership training

Annually, the new cohort of scholars is introduced to a two-day leadership training session which challenges their understanding of leadership and what ethical and transformative leadership is. Furthermore, it equips scholars with the insight on how to craft solutions, at both the individual and the leadership level. Scholars who attended the event were given certificates of participation. One of the scholars in attendance said, "I feel like this training made me realise that there are no easy solutions, but leadership is the ability to carry on even in the mind set of uncertainty".



Community engagement

Giving back to the community is one of the major values of the Mastercard Foundation. The Mastercard Foundation Scholars UP, led by the scholars' representatives, planned an outreach exercise to bring smiles to the less fortunate communities in Pretoria. The places that were selected for the community outreach were:

- > **Potter's House Women Shelter:** Potter's House is a home for abused women and young girls in Pretoria.
- > **Peas In A Pod Orphanage Home:** This orphanage houses young boys and girls, as well as adolescents. The home is in the central business district of Pretoria.

ENTREPRENEURSHIP

Scholars benefit from entrepreneurship support provided by the programme where business incubation, mentorship, experiential learning, business proposal writing, and elevator pitch guidance form part of the support provided. Participating entrepreneurs from the programme and alumnis are direct beneficiaries of these support structures.



APPLICATION REQUIREMENTS

Applications for the MCFSP open on 1 May 2023 and close on 17 September 2023. Selection will focus on prior academic achievement, but also the ethos of the programme, which include leadership, community development for Africa and academic excellence. Successful applicants must be committed to completing their qualifications in the minimum time, returning to their home countries and giving back to their communities.

Applications for study at UP in 2023 are fully online.
www.up.ac.za/apply

INSTRUCTIONS

- > In order to apply for the scholarship, you **MUST** have applied to study at UP. You will need your student number to complete the MCFSP application, which must be accompanied by your academic records, ID/passport and other supporting documents as outlined in the application form.
- > Be sure to include documents that support what your family, guardian or foster parents can afford to pay. Examples of such documentation include bank statements, pay slips and loan documents.
- > Only students admitted to full-time study at UP will be considered for the scholarship.
- > Prospective and current registered students who cannot afford to pay the full fees are eligible to apply. Do not apply for funding if you or your parents, guardian or foster parents can afford the full tuition fees.
- > All the information provided must be accurate and true. Any falsification of information on the application form may result in disqualification from consideration for a scholarship.

If your application is successful, the programme will cover the following:

- > Full tuition fees
- > Accommodation and meals in a UP residence or UP-accredited accommodation
- > A modest monthly stipend
- > Text books and printed material
- > Medical aid cover for the duration of study
- > VISA costs
- > Reasonable travel costs (including flight ticket) to and from your home
- > Leadership development opportunities
- > Academic advisory and counselling support.



HOW TO APPLY

01

You may apply online at www.up.ac.za/apply

To use the online application system, you will need internet access and an email address that you can access regularly. As soon as you submit your online application, a student number (EMPLID) will be sent to this email address as confirmation of receipt. Alternatively, you can deliver/courier a hard copy of your application form to the following address:

University of Pretoria
MasterCard Office, Information Technology Building,
Office 3-64.8, Level 3 Hatfield
Pretoria 0028 South Africa

02

The application will be evaluated by members of the relevant faculty and you will be informed of the outcome. Postgraduate applicants are required to have their certificates verified by the South African Qualification Authority (SAQA).

Please visit www.saqa.org.za

03

Download application forms for the MCFSP from www.up.ac.za/mcfsp



UNDERGRADUATE AND POSTGRADUATE SCHOLARS

- > Faculty of Natural and Agricultural Sciences
- > Faculty of Economic and Management Sciences
- > Faculty of Humanities
- > Faculty of Engineering
- > Faculty of Health Sciences
- > Faculty of Law

For more information on the specific courses offered in the abovementioned faculties, please visit:
<https://www.up.ac.za/programmes>

Application enquiries can be directed to:
mcfsp@up.ac.za | Tel: 012 420 4297

Please visit <https://www.up.ac.za/international-cooperation-division> for general information for international students.

Disclaimer: This publication contains information about regulations, policies, tuition fees, curricula and programmes of UP applicable at the time of printing. The accuracy, correctness or validity of the information contained in this publication is not guaranteed by the MCFSP, as University degree programmes or policy changes may take place at any time and are always subject to verification by the applicant. Kindly verify the correctness of all relevant information with the University. Failure to do so will not make the University liable for any claim or action of any nature against it by any party whatsoever.

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- Financial Services Strategy
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- Human Development
- Monitoring, Evaluation and Learning
- Shared Value and Impact

📍 Where we have worked
▲ Where we have offices
● Where we have staff

Genesis Analytics is a fast-growing economics and development consultancy. Our purpose is to unlock value in Africa. We have worked in more than 96 countries, and we continue to expand as we work on some of the most important challenges in the world.

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THE GIG ECONOMY

The advent of the 21st century has ushered in the world of gig work as a viable professional pursuit. Although alternative forms of work outside the traditional nine-to-five have always been around, digital platforms and the internet have made gigging that much easier. Digital platforms are increasingly providing employment opportunities, mostly in the form of online remote work, also known as online freelancing and online gig work.

In the gig economy the labour market is characterised by the prevalence of short-term contracts or freelance work as opposed to permanent jobs. Independent workers in the gig economy pursue their profession without a long-term commitment to any one employer. Independent workers receive their income from freelancing which is the practice of earning wages on a per-job or per-task basis, typically for short-term work. Jobs in the gig economy are increasingly sought after; they give freelancers independence and control over their corporate life, including when and where to work as well as what to work on.

Students and graduates interested in entering the gig economy should be aware that each gig is going to have its own requirements and standards. It's advised that you have a look at the job specifications in order to distinguish whether the job is suitable or not. If you want to work as a driver for Uber or Bolt, for example, you need to have a four-door vehicle, no criminal background, pass a background check, and have a pristine driving record. Another example is teaching English online. For that, you'll most likely need a TEFL certificate or some formal qualification, a laptop, and a stable internet connection.

What jobs can I find in the gig economy?

- > Online tutor
- > TEFL teacher
- > Freelance writer
- > Proofreader
- > Delivery driver
- > Social media manager
- > Transcriptionist
- > Web developer

APPLICATIONS ARE OPEN

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to complete the application and
upload your documents



My Journey to a Candidate Legal Practitioner at ENSafrica

Asanda Lembede; 1st year Candidate Legal Practitioner

BACKGROUND

My name is Asanda Lembede and I am currently a candidate legal practitioner at ENSafrica in the Corporate Commercial department. I am a Bachelor of Laws (LLB) graduate from the University of Pretoria who completed the 4 year LLB in 3 years. I was born and bred in Durban, attended Kloof High School where I matriculated and then moved to Pretoria to commence my LLB.

MY INVOLVEMENT AT UP

Throughout my life from as early as high school, I have always deeply immersed myself in extra-curricular activities. At UP, whenever I was not working towards my academic commitments, I spent my time in the diverse student culture that the University had to offer, which saw me participating in the following student bodies; UP Student Representative Council 2022, UP Senate Committee 2022, UP Senate Committee for Student Life 2022, UP Senate Committee for Academic Appeals 2022, UP Law House Chairperson 2021-2022, UP Lawhouse Executive Committee 2020-2021, Student Cultural General Committee 2019-2020, TuksRes Electoral Committee 2019-2020.

In addition to my student leadership involvement, I was also a Golden Key and Dean's List recipient throughout my degree for academic excellence.

LIFE AT UP

For me, life at UP represented the opening of many doors. The diverse student activities allowed me to groom my transferable and personal traits which have shaped me into the young woman I am today. The institution itself is state-of-the-art, the academic support that I received at the institution from the faculty student advisors, the administration staff and the

lecturers made my three year journey seamless throughout. Given another chance, I would choose UP again and again.

WHY ENSafrica FOR ME?

ENSafrica has provided me with vast opportunities to work with the best corporate lawyers in the industry. This has substantially bolstered my growth and learning experiences in the last 4 months since I have joined the firm. As the firm does not do rotations, it has allowed me to settle firmly into my team, transition seamlessly into the firm and working life while growing my career. The directors in my team are individuals who are genuinely caring and conscious of my personal well-being and have continuously made an effort to mentor me while honing my skills.

The firm itself has a culture that encourages inclusivity and diversity across many spaces, a firm that has an overall culture of innovation that bolsters healthy competitiveness and excellence while striking a balance that allows one to be seen as an individual.

TYPE OF WORK I DO

As a corporate commercial trainee, my main experience is in corporate law focusing on mergers & acquisitions. This consists of spending my days assisting with the revising of draft sale and shareholders agreements, company constitutional documents and I recently joined a team that is handling a multijurisdictional due diligence.

TIPS AND FINAL REMARKS

While it is always good to believe in yourself, make sure that you maintain a positive attitude. The recruitment period may be tough and to a degree, exhausting, however, do not be hard on yourself.

Live life and enjoy it and when the time to learn comes, be like a sponge and absorb as much as you possibly can.

"If there is anyone that I am willing to bet on, it is myself."

- Beyonce

COMPANY PROFILES

ABSA



Absa is a truly African brand, inspired by people and committed to finding tailored solutions to uniquely local challenges. We offer a universal set of products and services across retail, business, corporate, investment and wealth banking as well as investment management and insurance solutions. Listed on the JSE, the Absa Group is one of Africa's largest diversified financial services groups with a presence in 15 countries across Africa, as well as offices in the United Kingdom and the United States. Absa is also a top employer in Africa 2023 as certified by the Top Employer Institute and we were named by Forbes as one of the world's top female-friendly companies in 2022.

Degrees we consider:

BEng, Law, Commerce, BA, HR

Opportunities offered:

Graduate development programme, internship, permanent, contract, bursaries & articles

Ideal candidate profile:

Third year undergraduates and postgraduates with a consistent academic record

How to apply:

Apply on [Leap.ly](https://www.absa.africa/careers/graduate-opportunities/)

Third year undergraduates and postgraduates with a consistent academic record

www.absa.africa/careers/graduate-opportunities/

ABSA



Absa Bank, a wholly owned subsidiary of the Absa Group, offers a range of retail, business, wealth management, corporate and investment solutions to customers and clients across South Africa. Our ambition is to sustainably create shared value and play an integral role in our customers' and clients' life journey, empowering them to achieve more and to recommend us to family, friends and business associates.

Degrees we consider:

BEng, Law, Commerce, BA, HR

Opportunities offered:

Graduate development programme, internship, permanent, contract, bursaries & articles

Ideal candidate profile:

Third year undergraduates and postgraduates with a consistent academic record

How to apply:

Apply on [Leap.ly](https://www.absa.africa/careers/graduate-opportunities/)

www.absa.africa/careers/graduate-opportunities/

ALL4YOUTH SUB SAHARAN REGIONAL ALLIANCE



The Alliance for YOUTH (or all4YOUth) is an alliance of like-minded companies working together to help young people around the globe get the necessary skills to thrive in the world of work. Today, our alliances exist at a global level, in zones and in regions and was recognised in the World Economic Forum in Davos 2019. The All4YOUth SSA Alliance is a collaborative intervention spear headed by various multinational companies across Sub-Saharan Africa. Its primary objective is to create and implement employability programmes, mentorship and training initiatives that will equip the youth with essential workplace skills. To date, 6 companies have joined the Alliance in Sub Saharan Africa: Nestle, ABB, Adcorp group, Nielsen Africa, Publicis and Microsoft.

Degrees we consider:

BCom Accounting Sciences, PGDA in Accounting or CTA

Opportunities offered:

Graduate development programme, internship, permanent, bursaries, articles & youth employability support

Ideal candidate profile:

The All4Youth SSA initiative is made up of leading partners in multiple diverse industries who think like innovators, embrace diversity and work in agile ways. We look for talent in areas e.g. in IT, Marketing, Sales, HR, Supply Chain, Finance, Nutrition, Digital, Manufacturing, Engineering etc.

How to apply:

For more information visit the All4YOUth Alliance website and follow us on all social media pages to keep updated with the programme.

Twitter:	all4youthssa
Instagram:	all4youthssa
Facebook:	All4Youth Sub-Saharan Africa
LinkedIn:	All4Youth Sub-Saharan Africa

www.ceoyouthconnect.com

AZOTEQ PTY LTD



Azoteq is a fabless semiconductor company with R&D Headquarters based in Paarl, Western Cape, as well as design and manufacturing centers in South Africa and China with sales offices and distributors in South Africa, Asia, Europe and the USA. A career at Azoteq offers engineers the opportunity to work with leading international consumer electronic brands such as Logitech, Google, Microsoft, Bose, Lenovo and the likes. We place a premium on innovation and Azoteq is the South African SME with the most US patents.

At Azoteq you will work with an elite team to develop lighting and sensing solutions for consumer electronics, wearables, PC peripherals, IoT, gaming and security applications.

Degrees we consider:

BEng, MEng, PhD Electric / Electronic or Mechatronic, with focus in Electronics

Opportunities offered:

- Internship
- Permanent
- Contract
- Vacation work

Ideal candidate profile:

Graduates and postgraduates with good academic records and an inquiring innovative mind, with good work ethics, resilience, and determination to solve/find solutions for developing new ideas for products and services. Azoteq is the perfect employer if you fit the above description!

How to apply:

All graduates and students interested in holiday positions are more than welcome to send their CV's through to career@Azoteq.com

www.azoteq.com/about/careers

CFO360 ADVISORS



CFO360 was borne out of the need for an accounting firm with a difference. A firm where the customer can expect a helping hand navigating the complex daily problems they face. At CFO360, we provide comprehensive modern solutions ranging from audits and monthly accounting to payroll, taxation, compliance and all advisory requirements. Interested in a career in accounting and looking to gain experience and professional growth? Become part of our dynamic, growing team of accountants. Work with exciting upcoming start-ups and businesses in various industries while learning what you need to know about running and keeping a business tax compliant within South Africa and the UK.

Degrees we consider:

BCom

Opportunities offered:

Permanent, internship & articles

Ideal candidate profile:

Undergrad and postgrad students that are eager to learn and grow personally and professionally

How to apply:

You can apply via our careers application questionnaire here www.fo360.typeform.com/to/rz5JDyQs

www.cfo360.co.za/about/careers

ENSafrica



With over 600 specialist practitioners, ENSafrica is Africa's largest law firm and has the capacity to deliver on business requirements across all major industries and the African continent. We are devoted to providing top- quality legal, tax and forensics services to our clients, offering innovative and creative solutions tailored specifically to individual client needs. We maintain our reputation by constantly re-inventing ourselves and challenging employees to create inspired solutions which mirror the changing political, social, economic and environmental landscape. ENSafrica operates as one firm through fully integrated offices across Africa. Our offices don't operate by means of a network or as an alliance, nor do we adopt a 'Swiss Verein' approach.

Instead, we work as one team and one firm across countries. We currently have in Accra, Cape Town, Dar es Salaam, Durban, Johannesburg, Kampala, Kigali, Port Louis, Swakopmund, Walvis Bay and Windhoek and a growing presence throughout the rest of the continent. In addition, we have two pro bono offices located in Alexandra and Mitchells Plain.

Degrees we consider:

BA Law, BCom Law, LLB

Opportunities offered:

Vacation work & articles

Ideal candidate profile:

3rd year undergraduate; 2nd year LLB;
1st and 2nd year postgraduates

How to apply:

<https://www.ensafrica.com/trainees>

www.ensafrica.com/trainees

GEEKS4LEARNING (PTY) LTD



Degrees we consider:

Computer Science and Information Technology (IT)

Opportunities offered:

Learnerships

Geeks4Learning is a MICTSETA accredited training provider (ACC/2020/07/408) in the Information Communications Technology (ICT) sector. We are an IT academy with a passion to train young people and enhance South Africa's Information Communication Technology (ICT) sector. What makes us unique is that we partner with businesses to build an IT talent pipeline for their project environment and to upskill and reskill their current IT workforce.

Ideal candidate profile:

3rd year or postgraduate students who have a passion in IT. The programme is full-time.

How to apply:

To apply, please click on the link and follow the process:

<https://geeks4learning.com/4individuals/>

www.geeks4learning.com

GENESIS ANALYTICS

Genesis Analytics is a leading global African firm that has worked in more than 95 countries across the world. Our purpose is to unlock value in Africa for our clients and its citizens by helping them to make better decisions that are creative and optimistic, and sustainable and defensible over time.



We have forged relationships with government, regulators, corporates, banks, development finance institutions, law firms, foundations, NGOs as well as regional and international organisations including development agencies.

Our style of working is distinctive. We work collaboratively and with rigour. We like solutions that have a creative, practical bent. We aim to leave the individuals and institutions with whom we work stronger and more confident than they were before meeting us. We don't pretend to have a lock on wisdom, but there is strength in our humility.

Degrees we consider:

Postgraduate degrees in disciplines including Economics (or its various disciplines), Public Health (Epidemiology), Health Economics, Data/Computer Science, Development Studies, International Development, Climate Finance.

Opportunities offered:

- Internship
- Permanent
- Contract
- Bursaries

Ideal candidate profile:

Secondary or FET trained teachers or those about to graduate.

How to apply:

Please follow the application process as outlined on our website:
www.genesis-analytics.com/join-our-team

www.genesis-analytics.com/join-our-team

KEYSTONE ELECTRONIC SOLUTIONS



Keystone Electronic Solutions is an innovative R&D company, based in South Africa that offers bespoke end-to-end solutions. Using open source technology, we have established ourselves as an African leader in the field of unmanned data capture analysis systems.

Degrees we consider:

BEng / Electronic Engineering BSc
Computer Science BEng. Computer
Engineering

Opportunities offered:

- Permanent
- Vacation work
- Internships

Ideal candidate profile:

Innovative, ready-to-learn individual that is willing to put in the hours to familiarise themselves with the languages and platforms. Reliable and punctual person that can work with a team and project progress to provide feedback with integrity and honesty.

How to apply:

Email info@kses.net and simone@kses.net with your CV and academic transcript to emails provided.

www.kses.net

MGI BASS GORDON



MGI Bass Gordon is an independent auditing, accounting, and advisory firm in the heart of Cape Town; and our approach to your training and future career as a CA(SA) is dynamic, entrepreneurial, and personal. Given our history and extensive industry knowledge, we're able to offer our trainees exciting career development opportunities with broad-based business exposure. As a SAICA trainee, you will have the chance to see the inner workings of some of the country's most successful private companies and non-profit organisations. Our trainees are in direct contact with our partners, managers, and supervisors - a huge advantage for their growth and as future business leaders. #TEAMBASS prides itself on a fun and social work environment – we organise a variety of activities and events for the team to socialise and relax after a good day's work.

Degrees we consider:

BCom (Accounting Sciences), PDGA, CTA

Opportunities offered:

Internship & articles

Ideal candidate profile:

Someone with true determination to qualify as a CA(SA), who embraces our values (client-centric, positive attitude, trust, and service excellence), and someone who is genuinely interested in contributing to our company culture.

How to apply:

Go to the MGI Bass Gordon website. Search for the 'Careers' section. Here you can obtain additional information about our SAICA traineeship and apply for a training contract.

<https://www.bassgordon.co.za/careers/>

www.bassgordon.co.za

MIP HOLDINGS



MIP is a leading provider of affordable business/Information Technology solutions to the financial services industry as measured by the 22,000,000+ beneficiaries covered. MIP is one of the world's only software companies delivering solutions across multiple financial service verticals. Our technology solutions and services are diversified to accommodate the specialised administration needs of Individual life & risk insurance; group life & risk insurance, lending, funds, benefits and annuities administration, healthcare risk & funding administration. MIP's large Research & Innovation team specialises in engineering specific software solutions that assist companies to deliver on a practical digital transformation strategy using our digital stack. Our continuous improvements team has a strong industrial engineering background and these specialists not only help our customers design their digital transformation strategies, but they help with practical implementation at the process and workforce level. MIP is also a leader in designing and developing mobile apps. The company's specialist knowledge, gained in integrating mobile apps into organisations, is proving useful to any business wanting to build world-class distributed applications where the systems are completely socialised with their customers. MIP is a Level 1 B-BBEE contributor.

Degrees we consider:

No specific degree required

Opportunities offered:

Internship, permanent

Ideal candidate profile:

MIP is looking for bright, dynamic graduates to join the team! We have a paid internship for those candidates who are interested in commencing a career with MIP in software engineering.

How to apply:

You can begin the process of applying for this internship by completing the puzzle in the following URL, which leads to an online game to play. We look forward to seeing how you do!

www.mip.co.za/internship

webserver.mip.co.za/internship

QUANTUM SCHOLARS



Quantum Scholars is a trusted education recruitment agency helping qualified teachers find long term positions across South East England including London. We work closely with international candidates from Canada, Ireland, Australia, New Zealand, USA, South Africa, Jamaica as well UK trained teachers already based in England and returning from overseas.

Degrees we consider:

Education, PGCE, STEM

Opportunities offered:

Permanent

Ideal candidate profile:

Secondary or FET trained teachers or those about to graduate.

How to apply:

<https://www.quantum-scholars.co.uk/>

www.quantum-scholars.co.uk

RVN CHARTERED ACCOUNTANTS



Over the course of more than 40 years of successful business, we have built a diverse client base that provides us with a breadth of experience across a wide range of industries.

As a SAICA-accredited training office, we ensure that the skills and knowledge we have acquired over the years are passed on to future generations of accountants and auditors, safeguarding a legacy that stretches further than our firm alone.

Degrees we consider:

BCom Accounting Science OR BCom.

Opportunities offered:

- Internship
- Permanent
- Graduate development programme
- Contract
- Bursaries

Ideal candidate profile:

Trainee accountants that have completed their BCom in Accounting Science or BCom.

How to apply:

Apply online or email angeline@rvn.co.za

www.rvn.co.za/careers

VAT IT



A SAICA accredited CA articles programme focused on building CA(SA)'s of the future. We're looking for creative, driven individuals who are ready to innovate, collaborate and lead. VAT IT is made up of a community of challenge seekers, problem solvers, innovators, and self-motivated business leaders. Are you up for the challenge?

Degrees we consider:

BAcc

Opportunities offered:

Articles

Ideal candidate profile:

We're looking for creative, driven individuals who are ready to innovate, collaborate, and lead. VAT IT is made up of a community of challenge seekers, innovators, and entrepreneurs. Are you up for the challenge? Apply to our CA programme today.

How to apply:

Please visit topp.vatit.com/apply to apply.

topp.vatit.com

LOOKING FOR A PURPOSE DRIVEN CAREER?



spoor • fisher

patents • trade marks • copyright

Do you want to join an award winning team that is dedicated to protecting the unique ideas and innovations of businesses across the globe?

Spoor & Fisher is a top tier intellectual property law firm, and we are looking for top quality graduates who like a challenge, and aim to develop their skills in a fascinating sector of the law.

Visit spoor.com for more information.

COMPANY LISTINGS

Company	Contact us	How to apply
Absa Bank Limited	<p>Palesa Motlhaping T +27 (0) 11 846 1148 E Palesa.Motlhaping@absa.africa</p> <p>Isabel Hlabane E IsabelPrisca.Hlabane@absa.africa</p> <p>Absa, Towers West, 15 Troye Street, Marshalltown, Johannesburg, 2001, South Africa</p> <p>www.absa.co.za</p>	https://www.absa.africa/absaafrica/careers/graduate-opportunities/
Website	Closing date	Degrees we consider
https://www.absa.africa/absaafrica/careers/	31 August 2023	All degrees

Company	Contact us	How to apply
African Leadership International: ALX - The ROOM	Join this WhatsApp group for instant answers to your registration queries: ALX WA-Group Email: johannesburg@theroom.com	Visit: www.alxafrica.com <ul style="list-style-type: none"> • Between ages of 18-34 • South African or of African origin • Have access to a laptop/desktop and internet connection • Must be able to attend the ALX learning HUB twice a week in Braamfontein
Website	Closing date	Degrees we consider
www.alxafrica.com	Closing dates for next intake: 17 April 2023 (Additional intakes throughout 2023 will be communicated to database)	<ul style="list-style-type: none"> • Software Engineering programme • Data Science programme • AWS Cloud Engineer programme • Salesforce Administrator programme • Data Analytics programme
Company	Contact us	How to apply
All4YOUth sub-Saharan Africa (SSA) Regional Alliance	SPACES 377 Rivonia Blvd Rivonia, Johannesburg, 2128 Email: support@pawaafrica.com	For more information visit All4YOUth SSA follow us on all social media pages to keep updated with the programme. Twitter: all4youthssa Instagram: all4youthssa Facebook: All4Youth Sub-Saharan Africa LinkedIn: All4Youth Sub-Saharan Africa
Website	Closing date	Degrees we consider
https://www.ceoyouthconnect.com/	Not applicable	Various degrees

Company	Contact us	How to apply
Analyte	Email: cv@analyte.co.za	<p>https://analyte.co.za/careers.html</p> <p>If you are interested to apply for a position at our vibrant consulting firm, solve the following problem and send your solution along with your CV to cv@analyte.co.za.</p> <p>Every letter represents a unique numeric number between 0 and 9.</p> <p>THIS + IS + VERY = EASY</p> <p>What are the values of each of the above letters that solve the equation?</p> <p>e.g. if T = 1, H = 2, I = 3 and S = 4 then the first value is 1234</p>
Website	Closing date	Degrees we consider
https://analyte.co.za/index.html	None	
Company	Contact us	How to apply
Analytix Engine	info@analytixengine.com	https://www.careers-page.com/analytix-engine#openings
Website	Closing date	Degrees we consider
https://analytixengine.com/	Open	Minimum: Bachelors in a quantitative field with strong academic performance (Engineering, Actuarial Science, Statistics, Mathematics, Computer Science, etc.)

Company	Contact us	How to apply
Anglo American	Details will be available on website	Apply online from 1 – 25 August 2023
Website	Closing date	Degrees we consider
www.angloamerican.com/careers/graduate-hub	25 August 2023	All Engineering and Mining degrees, others are considered based on business needs.
Company	Contact us	How to apply
Azoteq PTY LTD	Louisa Havenga Email: louisa.havenga@azoteq.com Tel: 021 863 0033 Mobile: 083 452 7587	All graduates and students interested in holiday positions are more than welcome to send their CVs through to career@Azoteq.com
Website	Closing date	Degrees we consider
www.azoteq.com/about/careers	1 April 2023 to 31 March 2024	BEng, MEng, PhD Electric / Electronic or Mechatronic, with focus in Electronics
Company	Contact us	How to apply
Baker & McVeigh Equine International	https://www.bakermcveigh.com/junior-associate-program/baker-mcveigh/equine-hospital/vet	https://www.bakermcveigh.com/student-travel-bursary/baker-mcveigh/equine-hospital/vet https://www.bakermcveigh.com/junior-associate-program/baker-mcveigh/equine-hospital/vet
Website	Closing date	Degrees we consider
https://www.bakermcveigh.com/junior-associate-program/baker-mcveigh/equine-hospital/vet	Not applicable	Bachelor of Veterinary Science

Company	Contact us	How to apply
Baker McKenzie	Baker McKenzie 1 Commerce Square, 39 Rivonia Rd, Sandhurst, Sandton, 2196 Tel: 011 911 4300 Email: JOHGraduateRecruitment@bakermckenzie.com	https://www.bakermckenzie.com/en/careers/job-opportunities/emea/south-africa/candidate-attorney-2025
Website	Closing date	Degrees we consider
https://www.bakermckenzie.com/en/	30 November 2023	BA Law, BCom Law and LLB
Company	Contact us	How to apply
BDO South Africa	https://www.bdo.co.za/en-za/contact	https://bdo.mcirecthire.com/graduate/external/CurrentOpportunities
Website	Closing date	Degrees we consider
https://www.bdo.co.za/en-za/careers/student-careers	30 November 2023	<ul style="list-style-type: none"> • BSc Computer Science • BCom Information Systems / Informatics • BCom Internal Auditing or Equivalent • Honours / PGDA / CTA or equivalent • SAICA Accredited BCom (CA stream)
Company	Contact us	How to apply
Broad Media	https://broadmedia.co.za/careers/	https://broadmedia.co.za/careers/
Website	Closing date	Degrees we consider
https://broadmedia.co.za	No closing date	All degrees

Company	Contact us	How to apply
CFO360 Advisors (Pty) Ltd	CFO360 Advisors 22 Cypress Road Zonnehoeve AH Roodepoort Gauteng Tel: 011 568 2390 Email: careers@cfo360.co.za	https://cfo360.typeform.com/to/rz5JDyQs?typeform-source=cfo360.co.za
Website	Closing date	Degrees we consider
https://cfo360.co.za/	We recruit throughout the year.	All degrees
Company	Contact us	How to apply
Chartered Accountants Medical Aid Fund	Mercia Sixeki Email: Mercia.Beerkat@camaf.co.za Tel: 011 707 8400	camaf.co.za
Website	Closing date	Degrees we consider
camaf.co.za	8 February 2023 to 1 February 2024	Commerce
Company	Contact us	How to apply
Cliffe Dekker Hofmeyr (CDH)	Email: gradteam@cdhlegal.com Tel: 011 561 1000	Cliffe Dekker Hofmeyr - graduate jobs, articles of clerkship, vacation work, bursaries (apply4law.Africa)
Website	Closing date	Degrees we consider
www.cliffedekkerhofmeyr.com	Winter vacation programme (December 2023) Application dates - 1 March 2023 - 31 March 2023 Summer vacation programme (December 2023) Application dates - 1 September 2023 - 30 September 2023 2023 Bursaries (2024) Application dates: 1 August 2023 to 31 August 2023	<ul style="list-style-type: none"> • BCom Law • BA Law • LLB • Any other recognised law-related degree

Company	Contact us	How to apply
Codehesion	Suite 10, Second Floor, Block D Southdowns Office Park 22 Karee Street Irene, Centurion South Africa 0062 Tel: +27 82 079 7755 Email: team@codehesion.co.za	https://www.codehesion.co.za/applicants
Website	Closing date	Degrees we consider
https://www.codehesion.co.za/	End of May and end October of each year.	All degrees relating to software development.
Company	Contact us	How to apply
Cosmopolitan Projects and Central Developments Property Group	Cosmopolitan Projects and Central Developments Property Group Herford Office Park Vorna Valley Midrand	https://cosmopolitancareers.pnet.co.za/applicant/index.php??
Website	Closing date	Degrees we consider
https://www.cosmocentralgroup.co.za/	30 September 2023	All BCom degrees

Company	Contact us	How to apply
Cultural Care Au Pair	<p>Cultural Care Au Pair Touchstone House, Unit 802 7-11 Bree Street Cape Town, South Africa</p> <p>Tel: 012 420 6438</p> <p>Cultural Care Au Pair 1 Wedgewood Link Rd Cube Workspace Unit 101 Bryanston Johannesburg 2191, South Africa</p> <p>Tel: 087 359 1241 Email: aupair.za@culturalcare.com</p>	https://www.culturalcare.co.za/
Website	Closing date	Degrees we consider
https://www.culturalcare.co.za/	Not applicable	All degrees
Company	Contact us	How to apply
Dariel Software Pty Ltd	<p>Busi Thabethe busi.thabethe@dariel.co.za 011 566 5720</p>	https://www.dariel.co.za/graduates/
Website	Closing date	Degrees we consider
<p>http://www.dariel.co.za/</p> <p>Opening date: 1 April 2023</p>	30 September 2023	<p>BSc – Computer Science, Computer Engineering or similar.</p> <p>Relevant three-year degree or higher.</p>

Company	Contact us	How to apply
Deloitte	Email: zaagr@deloitte.co.za Contact number: 086 122 5538	www.joindeloitte.co.za
Website	Closing date	Degrees we consider
www.joindeloitte.co.za	None	<ul style="list-style-type: none"> • BCom Accounting Science • For non-CA opportunities: • Graduate programmes Deloitte South Africa
Company	Contact us	How to apply
DSV South Africa	DSV South Africa 16 Serengeti Boulevard Witfontein	Set up a personal profile on the Careers page to receive notifications of any relevant job openings.
Website	Closing date	Degrees we consider
www.dsv.com/careers	Each role has a specific closing date. Graduate programmes that run throughout the year will have all relevant information and closing dates.	<ul style="list-style-type: none"> • BCom Supply Chain Management • BCom Industrial Engineering
Company	Contact us	How to apply
ENSAfrica	The MARC Tower 1 129 Rivonia Road Sandton Johannesburg 2196 Tel: 011 269 7600 Email: graduates@ensafrica.com	https://www.ensafrica.com/trainees
Website	Closing date	Degrees we consider
https://www.ensafrica.com/trainees	Open throughout the year	<ul style="list-style-type: none"> • BA Law • BCom Law • LLB

Company	Contact us	How to apply
EPI-USE	46 Ingersol Rd, Lynnwood Glen, Pretoria, 0081	https://www.careers-page.com/epi-use-africa-pty-ltd/job/L5Y9W5Y5/apply?mode=preview
Website	Closing date	Degrees we consider
https://www.epiuse.com	30 November 2023	Final-year undergraduate or postgraduate in Computer Science, Electronic Engineering, Informatics or similar IT- related degrees.
Company	Contact us	How to apply
Eversheds Sutherland SA Inc	Eversheds Sutherland, 3 rd floor, 54 Melrose Boulevard, Melrose Arch, Johannesburg Tel: 010 003 1400 Email: careers@eversheds-sutherland.co.za	Submit your application to careers@eversheds-sutherland.co.za
Website	Closing date	Degrees we consider
https://www.eversheds-sutherland.com	30 November 2023	LLB degrees
Company	Contact us	How to apply
Fiduciary Institute of Southern Africa	Lucy Reyburn Email: lucy@lucyreburn.com Tel: 082 922 7483	www.fisa.net.za
Website	Closing date	Degrees we consider
www.fisa.net.za	19 January 2023 to 4 April 2023	BCom, Law

Company	Contact us	How to apply
FirstRand Bank	Sihle.kamushinda@firstrand.co.za	Go onto www.my4in1.com and apply for the relevant programme, please upload your CV, academic transcripts (from first year until now, including matric certificate) and a motivational letter.
Website	Closing date	Degrees we consider
www.my4in1.com	CA and Quant Programmes: 19 May 2023 Summer Vacation Programme: Opens August – October Bursaries: On going for now	Quant graduate programme: <ul style="list-style-type: none"> • Minimum Hons Degree (NQF level 8) • Maths • Stats • Actuarial Science • Data Science • Engineering CA Training Programme: <ul style="list-style-type: none"> • Minimum PGDA or NQF Level 8 • CA Stream accounting qualification
Company	Contact us	How to apply
FNB	Giselle Ras giselle.ras@fnb.co.za	Visit www.fnbgrad.mobi , register your profile on the careers site and submit your CV and full academic transcript.
Website	Closing date	Degrees we consider
www.fnbgrad.mobi	20 August 2023	We hire extraordinary people in the fields of IT, Engineering, Actuarial Science, Mathematics and Statistics.

Company	Contact us	How to apply
Geeks4Learning (Pty) Ltd	Odireleng Ramela Email: odireleng.ramela@geeks4learning.com Tel: 011 998 1960	To apply, please click on the link and follow the process: https://geeks4learning.com/4individuals/
Website	Closing date	Degrees we consider
geeks4learning.com	1 January 2023 to 30 November 2023	Computer Science and Information Technology (IT)

Company	Contact us	How to apply
Genesis Analytics	Tel: 011 994 7000 Email: recruitment@genesis-analytics.com	Please visit the "Join our Team" page on the website to learn more: https://www.genesis-analytics.com/join-our-team
Website	Closing date	Degrees we consider
https://www.genesis-analytics.com/	May 2023. Please visit the Genesis website for updated information.	Qualifications that we would consider include but are not limited to postgraduate degrees with the following subjects: Economics and related sub-disciplines, Public Health (Epidemiology), Health Economics, Sustainable Health Systems, Data and Computer Science, International Development, Development Studies, Sustainability, Globalisation, Public Policy, Inequalities and Social Sciences, Gender Studies

Company	Contact us	How to apply
Globetom Trading (Pty) Ltd	92 Regency Drive, Route 21 Corporate Park, Nellmapius Drive, Centurion Tel: 012 003 0200 Email: careers@globetom.com	careers@globetom.com
Website	Closing date	Degrees we consider
https://www.globetom.com/	Positions available throughout the year.	BSc – Computer Science BSc – Information and Knowledge Systems BIT – Information Systems BCom – Informatics BEng – Computer Engineering
Company	Contact us	How to apply
Gordon Institute of Business Science (GIBS)	Gordon Institute of Business Science 26 Melville Rd, Illovo Sandton Johannesburg Tel: 011 771 4000 011 771 4135 Email: info@gibs.co.za admissions@gibs.co.za	www.gibs.co.za
Website	Closing date	Degrees we consider
www.gibs.co.za	Various dates	Various degrees
Company	Contact us	How to apply
IQBusiness (Pty) Ltd	Marcel Komape Email: makomape@iqbusiness.net Tel: 011 259 4000	To apply, go to our website: iqbusiness.net/graduate
Website	Closing date	Degrees we consider
iqbusiness.net/graduate	29 January 2024 to 31 December 2024	BEng, BSc, BCom, BA

Company	Contact us	How to apply
Jurumani and Tangent Solutions	International Business Gateway, 4 Challenger Avenue, Midridge Park, Midrand Tel: 010 593 0500 Email: info@jurumani.com	https://www.jurumani.co.za/join-us/
Website	Closing date	Degrees we consider
https://www.jurumani.co.za/ https://tangentsolutions.co.za/	30 July 2023	BEng: <ul style="list-style-type: none"> • Computer, • Electronic, • Mechanical and • Industrial BSc: <ul style="list-style-type: none"> • Computer • Science / Data • Science
Company	Contact us	How to apply
Keystone Electronics Solutions	Simoné van den Berg Email: simone@kses.net Tel: 012 460 4135	Email info@kses.net and simone@kses.net with your CV and academic transcript to emails.
Website	Closing date	Degrees we consider
kses.net	3 March 2023 to 30 November 2023	BEng Electronic Engineering; BSc Computer Science; BEng Computer Engineering

Company	Contact us	How to apply
KPMG	85 Empire Road, Parktown Email: joinkpmg.up@kpmg.co.za Tel: 011 647 7111	Graduates - KPMG South Africa
Website	Closing date	Degrees we consider
https://kpmg.com/za/en/home.html	31 December 2023	<ul style="list-style-type: none"> • BCom Accounting Science • BSc Actuarial • BSc Mathematical Statistics / Applied Mathematics • BSc Computer Science / Information Technology • BCom Law • BCom Internal Auditing/Honours • Financial Management Honours • Investment Management Honours • Bachelor Business Science Finance • CIMA • BEng Electrical, Industrial & Mechanical • Data Analytics • Masters Industrial Psychology
Company	Contact us	How to apply
Kreston Pretoria	Kreston Pretoria Crestway Office Park, Block E, 20 Hotel Street, Persekor, Pretoria Tel: 012 993 9500 Email: recruitment@krestonsa.com	Send your CV and supporting documents to: recruitment@krestonsa.com or apply online.
Website	Closing date	Degrees we consider
https://www.krestonsa.com	15 December 2023	BCom degree; and CTA

Company	Contact us	How to apply
LDP Chartered Accountants and Auditors Incorporated	De Waterkant Building 10 Helderberg Street Stellenbosch TEL: 021 888 5600 Email: careers@ldp.co.za	https://ldp.co.za/be-part-of-our-team/trainee-programme/
Website	Closing date	Degrees we consider
https://ldp.co.za/	Open – no closing date.	<ul style="list-style-type: none"> • BCom (Accounting Sciences) [Bachelor of Commerce (Accounting Science)] • PGDA [Postgraduate Diploma in Accounting] • CTA [Certificate in the Theory of Accountancy] Must have both to be able to write SAICA ITC • Financial Accounting • Management Accounting

Company	Contact us	How to apply
Legal Aid South Africa	Legal Aid SA: Gauteng Province 144 Cantonment Street Selbourne Centre Lyttelton Centurion Tel: +27 12 664 2921 Fax: +27 12 664 6920 Twitter: @LegalAidSA1 Facebook: LegalAidSA1 Advice Line: 0800 110 110 Please Call Me: 079 835 7179 Email: https://legal-aid.co.za	https://legal-aid.co.za/working-at-legal-aid-south-africa/
Website	Closing date	Degrees we consider
www.legal-aid.co.za	Closing date (Articles): 06 March 2023 and for other positions (Permanent) advertised on media.	All degrees but mostly LLB

Company	Contact us	How to apply
MacRobert Attorneys	MacRobert Building 1060 Jan Shoba Street, Brooklyn, Pretoria +27 (12) 425 3400 +27 (12) 941 2400 law@macrobert.co.za	https://www.macrobert.co.za/careers/candidate-attorneys
Website	Closing date	Degrees we consider
https://www.macrobert.co.za	20 May 2023	<ul style="list-style-type: none"> • LLB • BCom Law • BA Law
Company	Contact us	How to apply
MGI Bass Gordon	Suite 1502, 15 th Floor, Portside, 4 Bree Street, Cape Town, 8001 Tel: +27 21 405 8500 Email: joinmgi@bassgordon.co.za	Go to the MGI Bass Gordon website. Search for the 'Careers' Section. Here you can obtain additional information about your SAICA traineeship and apply for a position. The link attached: https://www.bassgordon.co.za/careers/
Website	Closing date	Degrees we consider
https://www.bassgordon.co.za/	15 December 2023	BCom (Accounting Sciences), PDGA, CTA

Company	Contact us	How to apply
MIP Holdings	https://www.mip.co.za	You can begin the process of applying for this internship by completing the puzzle in the following URL, which leads to an online game to play. We look forward to seeing how you do! https://www.mip.co.za/internship
Website	Closing date	Degrees we consider
https://www.mip.co.za	Not applicable	No specific degree required

Company	Contact us	How to apply
Monocle Solutions	8 th Floor, The MARC Tower 1, 129 Rivonia Road, Sandton, Gauteng, South Africa Tel: +27 11 263 5600 Email: info.za@monoclesolutions.com	Monocle Analyst Graduate Programme (monoclesolutions.com)
Website	Closing date	Degrees we consider
monoclesolutions.com	31 August 2023	Honours or Master's degree in finance, accounting, data, engineering or the sciences.

Company	Contact us	How to apply
Moyo Business Advisory (PTY) LTD	Carika Staake Email: carika.staake@moyoafrika.com Tel: 071 683 1481	Apply via our career portal.
Website	Closing date	Degrees we consider
mymoyo.csod.com/ux/ats/careersite/1/home?c=mymoyo	1 February 2023 to 31 December 2023	Computer Science, Informatics, BEng

Company	Contact us	How to apply
Munich Reinsurance Company of Africa Limited (MRoA)	Munich Reinsurance Company of Africa Limited 110 Oxford Road, Rosebank Johannesburg, 2198 Letters: P.O. Box 6636 Johannesburg, 2000 South Africa Tel.: +27 (11) 242-2000	https://www.munichre.com/en/careers.html
Website	Closing date	Degrees we consider
http://experience.munichre.com/reimagine-your-career-south-africa/p/1	31 July 2023	All degrees
Company	Contact us	How to apply
Nexia SAB&T Chartered Accountants Inc. : Career Services	119 Witch-Hazel Avenue Highveld Technopark Centurion 0157 Tel: 012 682 8800 Email: centurion@nexia-sabt.co.za	https://www.nexia-sabt.co.za/careers/contact-us
Website	Closing date	Degrees we consider
https://www.nexia-sabt.co.za	Applications are always open to start in the next programme.	BCom SAICA Accredited BCom – Accounting & Audit major Diploma in Accounting & Business

Company	Contact us	How to apply
Pinsent Masons LLP	Pinsent Masons 9 th Floor, 61 Katherine Street Sandton Tel: 010 493 460 Email: gradrecruiting@pinsentmasons.com	Candidate attorneys - Johannesburg, South Africa (pinsentmasons.com)
Website	Closing date	Degrees we consider
pinsentmasons.com	31 May 2023	LLB Degree
Company	Contact us	How to apply
PKF	Tel: 012 809 7000 Email: info.pretoria@pkfpta.co.za	https://www.pkf.co.za/careers/training-contracts/
Website	Closing date	Degrees we consider
https://www.pkf.co.za/	31 October 2023	<ul style="list-style-type: none"> • BCom Accounting • PGDA or PGDip • CTA • BCom Honours • Bachelor of Accounting Sciences
Company	Contact us	How to apply
Quantum South Africa	Email: qsarecruitment@quantum.co.za	We are currently hosting recruitment presentations. If you are interested, please click the link to sign up https://forms.office.com/r/ctk4PGUMV6
Website	Closing date	Degrees we consider
https://quantum.com/	Presentations will run during the first week of May. Deadline to sign up for presentations is 01 May.	<ul style="list-style-type: none"> • Engineering • Computer Science • Statistics • Data Science • Actuarial Science

Company	Contact us	How to apply
Quantum Scholars	Tel: +44 (0) 208 106 0400 Email: qs@quantum-scholars.co.uk	https://www.quantum-scholars.co.uk/
Website	Closing date	Degrees we consider
https://www.quantum-scholars.co.uk/	We take registrations all year round	Education, PGCE, STEM
Company	Contact us	How to apply
Rand Merchant Bank (RMB)		https://www.rmb.co.za/page/rmb-graduate-programme
Website	Closing date	Degrees we consider
www.rmb.co.za	31 May 2023	<ul style="list-style-type: none"> • Science • Technology • Engineering • Mathematics • Commerce
Company	Contact us	How to apply
RVN Chartered Accountants Incorporated	Xcelpark Building, Suite 204, Second Floor, 441 Rodericks Road, Lynnwood, Pretoria Info@rvn.co.za angeline@rvn.co.za	https://rvn.co.za/careers/
Website	Closing date	Degrees we consider
https://rvn.co.za/careers/	31 October 2023	BCom & BCom Accounting Science

Company	Contact us	How to apply
SAICA	17 Fricker Road Illovo Sandton Johannesburg, 2196 Email: saica@saica.co.za	https://www.thuthukabursaryfund.co.za
Website	Closing date	Degrees we consider
https://www.saica.co.za	30 August 2023	BCom Accounting Science

Company	Contact us	How to apply
Savage Jooste & Adams Attorneys	King's Gate 5, 10 th Street, (corner of Brooklyn Road & Justice Mahomed Street) Menlo Park, Pretoria, 0081 P.O. Box 745, Pretoria Tel: +27(0)12-452-8200 Fax: +27 (0)12-452-8201 enquiries@savage.co.za	https://www.up.ac.za/human-resources-department/article/257103/careersup We annually appoint between four to eight candidate attorneys, and have a complement of approximately 14 candidate attorneys at any given time. These candidates are rotated between our 11 different departments on a six-month basis, in order to ensure a balanced exposure to the fields of law practised in our firm. Our closing date for applications is at end of March each year, and interviews are conducted throughout June and July. Appointments are confirmed within approximately two weeks from the date of the interview(s). We expect all candidates who are appointed to have successfully completed their LLB degree before commencing their articles, and require candidates to enter into a two-year contract of clerkship.

<i>Savage Jooste & Adams Attorneys (continued)</i>		<p>For interested candidates, please follow the link to an online application form for completion, and ensure to upload all the required information listed, failing which the application will not be considered.</p> <p>Mandatory supporting documents:</p> <ol style="list-style-type: none"> 1. Copy of identity document 2. Copy of drivers' licence 3. Copy of Matric certificate 4. Copy of university marks to date <p>https://savage.co.za/careers/</p>
Website	Closing date	Degrees we consider
https://savage.co.za/	31 March 2023	LLB Degree
Company	Contact us	How to apply
School of Entrepreneurship	<p>Linda Boyd Email address: shumba@schoolofentrepreneurship.co Tel: 021 813 6833</p>	Visit the School of Entrepreneurship's website to enrol in the upcoming 4LIFE Entrepreneurship Programme.
Website	Closing date	Degrees we consider
www.schoolofentrepreneurship.co	1 March 2023 to 30 November 2023	N/A

Company	Contact us	How to apply
Small Enterprise Foundation: Graduate Programme	Small Enterprise Foundation Tzaneen Limpopo Tel: 015 307 5837 Email: mahlatse.mamabolo@sef.co.za	Send cover letter, CV and academic transcript to HRmanager@sef.co.za
Website	Closing date	Degrees we consider
https://www.sef.co.za/join-us/careers/graduate-programme/	31 August 2023	University degree or advanced diploma in Statistics, Auditing, BCom Commerce, Social Sciences, Business Administration, Economics, Development Studies, Human Resources, Bachelor of Science, International Relations, and IT
Company	Contact us	How to apply
Spoor & Fisher	<ul style="list-style-type: none"> • Consistently good academic results • Excellent communication skills • Diligence and drive • A hunger for success • An inquiring mind • Proven leadership qualities • Commitment to the welfare of others 	Email the following to articles@spoor.com : <ul style="list-style-type: none"> • Your CV • A copy of your latest academic record • A copy of your identity document • A copy of your Grade12/Matric certificate • A cover letter
Website	Closing date	Degrees we consider
https://spoor.com/	15 April 2023	<ul style="list-style-type: none"> • Science and engineering graduates who have completed their degrees and would like to pursue a career in patent law • LLB graduates, wanting to build an exciting, future-focused legal career in trademarks, copyright or anti-counterfeiting.

Company	Contact us	How to apply
Standard Bank	Standard Bank 5 Simmonds Street Johannesburg Tel: 011 631 3195 Email: susan.dube@standardbank.co.za	Youth Development & Employment Programme offerings 2024 CA Training Programme 1 February 2023- https://smrtr.io/d4LF6 https://www.standardbank.com/sbg/standard-bank-group/careers/early-careers
Website	Closing date	Degrees we consider
https://www.standardbank.com/sbg/standard-bank-group/careers/early-careers	Standard Bank 150 Bursary Application: Open 1 May to 30 September 2023 StudyTrust Bursaries & Scholarships in South Africa https://studytrust.org.za/standardbank/	Agriculture, Commerce, Engineering, Mathematics, Science (Actuarial, Analytics, Business, Computer, Data, Information), Statistics, Technology (Financial, Information) and the disciplines in the emerging field of Behavioural Economics (Economics, Behavioural Finance, Sociology, Psychology, Neuroscience).
Company	Contact us	How to apply
Stein Scop Attorneys Inc.	Stein Scop Attorneys Inc. Fifth Floor, Capital Hill Building 6 Benmore Road Morningside, Sandton Tel: 011 380 8080 Email: admissions@steinscop.com	Email a copy of your CV and latest university transcript to admissions@steinscop.com
Website	Closing date	Degrees we consider
https://www.steinscop.com	Not applicable	BA LLB/BCom LLB/LLB

Company	Contact us	How to apply
Strachan & Crouse	Lezanne Viijeon Email: lezannev@strachancrouse.co.za Tel: 012 430 3420 Mobile: 082 447 8809	Upload your CV and qualifications to our website www.strachancrouse.co.za/apply or email to lezannev@strachancrouse.co.za or www.strachancrouse.co.za/apply
Website	Closing date	Degrees we consider
www.strachancrouse.co.za/apply	1 May 2023 to 30 November 2023	BCom Accounting Science, BCom Honours Accounting Science, CTA
Company	Contact us	How to apply
Synergy ERP	Nondumiso Shabalala Email: NondumisoS@synergerp.com Tel: +27 (0)10 329 4000 Mobile: 074 767 2504	https://synergerp.com/
Website	Closing date	Degrees we consider
https://synergerp.com/	Call us Johannesburg: +27 10 329 4000 Dubai: +971 54 744 4528	Bachelor of Accounting Sciences
Company	Contact us	How to apply
TAH The Animal Hospital and Vetshop	TAH The Animal Hospital and Vetshop 1 Kontiki Avenue, Glen Ive, Bellville Tel: 021 91 911 91 Email: joinus@tah.co.za	Send your CV to joinus@tah.co.za
Website	Closing date	Degrees we consider
www.tah.co.za	March 2023 to February 2024, but we will consider good applicants throughout the year.	BVSc, BVetNurs

Company	Contact us	How to apply
The Centre for Applied Legal Studies (CALs)	University of Witwatersrand DJ Du Plessis Building, West Campus Braamfontein Johannesburg Tel: 011 717 8600 Email: Sibongile.Ncube@wits.ac.za	Internships: Via email internships.cals@wits.ac.za Articles: See our website and Twitter page for available vacancies and updates https://www.wits.ac.za/cals/vacancies/ @CALs_ZA
Website	Closing date	Degrees we consider
https://www.wits.ac.za/cals/	Internships: Applications are accepted throughout the year. Articles: Closing dates will be announced on our website and Twitter page.	<ul style="list-style-type: none"> • Bachelor of Laws • Master of Laws • Related degrees

Company	Contact us	How to apply
The Recruit	Joanna Summers Email: info@the-recruit.co.za Tel: 063 237 2341	WhatsApp: 063 237 2341 Email: info@the-recruit.co.za
Website	Closing date	Degrees we consider
the-recruit.co.za	17 March 2023 to 17 March 2024	All

Company	Contact us	How to apply
Torrecid South Africa (Pty) Ltd	1 Mints Street, Old Mint Park, Louwlandia, 1683 011 314 0083/92	Send CVs to hrrsa@torrecid.com or hrrsa1@torrecid.com
Website	Closing date	Degrees we consider
https://www.torrecid.com/about-us/	Our recruitment process is ongoing; we always have posts available.	All degrees

Company	Contact us	How to apply
Tuffias Sandberg	Greenstone Hill Office Park, Building 8, Emerald Boulevard, Greenstone Hill Ext. 22 Edenvale, 1609 Tel: 011 524 9700 Email: recruitment@tsza.co.za	2024articles@tsza.co.za 2025articles@tsza.co.za recruitment@tsza.co.za
Website	Closing date	Degrees we consider
www.tuffiassandberg.co.za	Not applicable	<ul style="list-style-type: none"> SAICA accredited Bachelor of Commerce in Accounting Science Postgraduate diploma in Accounting
Company	Contact us	How to apply
VAT IT Group	2 nd Floor, 54 Melrose Boulevard, Melrose Arch, Melrose North, Johannesburg, 2196 Office: +27 11 555 8555	https://vatit.com/careers/
Website	Closing date	Degrees we consider
https://vatit.com/	31 December 2023	<ul style="list-style-type: none"> All degrees from the Economic and Management Sciences faculty LLB Engineering Bachelor of Accounting Science (CA stream)

Company	Contact us	How to apply
Werksmans Attorneys	Lorraine Khatso graduates@werksmans.com 011 535 8000	www.werksmans.com/graduates/
Website	Closing date	Degrees we consider
www.werksmans.com/graduates/	First intake Opening date: 1 February 2023 Closing date: 30 April 2023 Second intake Opening date: 1 July 2023 Closing date: 30 September 2023	BA Law, BCom Law & LLB
Company	Contact us	How to apply
Zhongshan Yisheng Intercultural Exchange Corporation Ltd.	Overseas Recruitment Director Talen Tan Whatsapp: +86 15507645679 Email: talent.tan@intercultural.edu.com	https://www.intercultural.edu.com/APPLY-NOW/Apply-now.html
Website	Closing date	Degrees we consider
www.intercultural.edu.com	No closing date	All majors of bachelor's degrees/Master's degree/PhD Passport holders: SA, US, UK, NZ, AUS, JA, IRL, CAN



Dylan
Trainee Accountant

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**Work-life
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The background of the slide is a solid dark blue color. On the left side, there is a faint, abstract graphic consisting of a network of thin white lines connecting various nodes, resembling a molecular structure or a data network. The nodes are small white dots of varying sizes, and the lines are thin and light blue.

Career Services

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Email: careerservices@up.ac.za