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Small Enterprise Development Agency (SEDA): Finance Internships 2025 New Hiring

Description

SEDA is seeking a motivated and enthusiastic Finance Intern to join our team. This internship offers an excellent opportunity for individuals interested in gaining practical experience in finance and accounting within the context of small business development. The Finance Intern will work closely with our finance team, gaining exposure to various aspects of financial management and analysis.

Responsibilities

- Assist in financial data entry and record keeping.
- Support the finance team in day-to-day accounting tasks.
- Assist in the preparation of financial reports and presentations.
- Help with the analysis of financial data and trends.
- Participate in budgeting and forecasting activities.
- Assist in conducting financial research and analysis as needed.
- Collaborate with team members on special projects and initiatives.

Qualifications

- Currently pursuing a degree in Finance, Accounting, Economics, or related field.
- Strong analytical and problem-solving skills.
- Proficiency in Microsoft Excel and other relevant software.
- Excellent attention to detail and organizational skills.
- Strong communication and interpersonal skills.
- Ability to work effectively both independently and as part of a team.
- Passion for small business development and entrepreneurship.

Job Benefits

- Gain valuable hands-on experience in finance and accounting.
- Opportunity to work with a dynamic and passionate team dedicated to supporting small enterprises.
- Networking opportunities with professionals in the field of small business development.
- Flexible working hours (if applicable).
- Potential for growth and advancement within the organization.

Contacts

If you are interested in joining our team as a Finance Intern, please submit your resume and a brief cover letter outlining your qualifications and interest in the position. We look forward to hearing from you!

Small Enterprise Development Agency is an equal opportunity employer and values diversity in the workplace.

Hiring organization

Small Enterprise Development Agency

Employment Type

Intern

Duration of employment

3 Months

Industry

Government Administration

Job Location

Pretoria, Gauteng, South Africa,
0002, Pretoria, Gauteng, South Africa

Working Hours

09

Date posted

October 23, 2025

Valid through

23.02.2028