

## Postgraduate Internship Opportunity

PDG is a niche public sector development consultancy based in Cape Town and Johannesburg with over 30 years of experience in providing research and evaluation, policy, strategic planning and management support to the public sector. We support decision-making in the public interest, improving public services and governance in order to positively impact on the quality of people's lives.

**Opportunity:** Full-time paid internship (12 months) for a young postgraduate based in Johannesburg with an interest in public policy.

**Main advantage:** A customised learning and development programme that prioritises building professional experience and supporting young graduates.

**We are currently accepting applications for our January 2024 intake.** The internship will conclude at the end of December 2024.

Please see [www.pdg.co.za](http://www.pdg.co.za) for further details on our practice areas and information about our organisation.

### MINIMUM REQUIREMENTS

- New graduates with an Honours or Masters qualification in one of the following: civil engineering, economics, commerce, statistics, geography, environmental science, accounting, data science, public administration, sociology, political science, and/or other relevant disciplines;
- South African nationals under the age of 30;
- Fluency in English is essential and proficiency in any other of South Africa's official languages is an advantage.

### PERSONAL ATTRIBUTES

- Willingness to embrace a variety of tasks, including field research, tool development, service demand and financial modelling and data analysis;
- Pro-active self-starter, team player willing to take initiative;
- Values consistent with those of PDG and a strong public interest orientation; and
- Must be available to be based full-time at our PDG's office at 22 Escombe Avenue, Johannesburg from January 2024.

### COMPETENCY PROFILE

- Knowledge of research methodologies, data collection, analysis and reporting writing;
- Excellent typing, writing and communication skills;
- Proficiency with key Microsoft (MS) Office applications: MS Word, MS PowerPoint and MS Excel;
- Demonstrated knowledge of statistics and/or econometrics, sampling, and research design is an advantage.

PDG is committed to employment equity and providing a professional platform for young graduates to gain employment experience in line with the country's development goals. **Applicants from historically disadvantaged backgrounds will be at an advantage.**

All applicants should apply online via our **recruitment portal**. **Applicants are to provide all the required information and upload the requested documents via the website by no later than 17:00 on 31 October 2023.**

- A cover letter with motivation;
- A brief letter of recommendation from a current or historical lecturer/supervisor/professional reference that addresses your skills set and relevant personal attributes; and
- A full Curriculum Vitae (CV) including but not limited to: Date of birth; Identity Number; Nationality; Residential address; Language proficiency; Educational qualifications; Work and/or voluntary experience; and any relevant awards or bursaries received.

Please direct any questions related to the internship programme and process in writing to [recruitment@pdg.co.za](mailto:recruitment@pdg.co.za)

**CLOSING DATE: 31 October 2023 by 5pm**

Recruitment Portal: <https://pdg.co.za/recruitment>