

## Job Description: Part-Time Public Sector Finance Research Interns (3 Positions)

Location: Remote (Work From Home) – Preference for Midrand-Based Candidates

Occasional Office Attendance: Midrand (Short Notice)

Contract Type: Part-Time Internship (Hourly Rate)

Start Date: Immediate

Recruitment Deadline: Friday Next Week

### Position Summary

CCG Systems is seeking three highly capable Public Sector Finance students or recent graduates to support a strategic government research and business process development initiative.

### Key Responsibilities

- Collect Annual Reports, Annual Financial Statements (AFS), Annual Performance Plans (APPs), Procurement Plans, and Operational Plans.
- Consolidate this information into a structured database.
- Support business analysts in drafting business process requirements.
- Assist with ad-hoc system testing and validation.

### Minimum Requirements

- Current student OR less than 1 year post-graduation.
- Background in Public Finance, Accounting, Government Financial Management, or Auditing.
- Exposure to PFMA (2 roles) and MFMA (1 role).

### Skills and Competencies

- Excellent Microsoft Excel proficiency.
- Strong analytical and ICT aptitude.
- Good communication and negotiation skills.
- Ability to work independently with attention to detail.

**Work Environment Requirements**

- Own laptop/computer and reliable internet access.
- Quiet, professional work-from-home environment.

**Additional Preferences**

- Based near Midrand.
- Own transport and valid driver's licence.

**Compensation**

- Internship salary converted to an hourly rate, paid on an ad-hoc basis.