



SOUTH AFRICAN COUNCIL FOR SOCIAL SERVICE PROFESSIONS

VACANCY ANNOUNCEMENT

REF: **GD/2025/11/05**

4 November 2025

GRAPHIC DESIGN INTERN

STIPEND R6000.00pm (6 months contract)

MAIN PURPOSE OF THE POSITION

The Graphic Design Intern will assist the Communications Division with the design and production of visual materials that support the Council's communication, branding, and public engagement initiatives.

REQUIREMENTS

- A National Diploma or Bachelor's Degree in Graphic Design, Visual Communication, or a related field.
- Proficiency in Adobe Creative Suite (Photoshop, Illustrator, InDesign, and Canva).
- Basic understanding of website design and management (WordPress, CMS platforms, or HTML/CSS)
- Basic understanding of social media design principles.

KEY PERFORMANCE AREA

- Assist in the design and development of visual materials for both print and digital platforms.
- Support branding and visual identity consistency across all communication platforms.
- Collaborate with the communications team to enhance the Council's digital presence.
- Maintain an organised archive of design assets and templates.
- Support the maintenance and updating of content on the SACSSP website to ensure it remains vibrant, user-friendly, and aligned with our brand identity.

COMPETENCIES

- Creativity and Innovation
- Attention to detail
- Technical Proficiency: Skilled in design tools and adaptable to new technologies.
- Time Management: Ability to manage multiple tasks and meet deadlines.
- Good communication skills and teamwork.
- Adaptability: Willingness to learn and apply new design trends or organisational requirements.
- Advanced Microsoft office skills.

ENQUIRIES: Mrs. Albertinah Thabethe -HR Officer: 012 356 8322

Note: The post is based in Pretoria. Correspondence will be limited to shortlisted candidates only.

APPLICATIONS

All applications must include:

- Application Form 1 (which can be downloaded from www.sacssp.co.za)
- Detailed Curriculum Vitae
- Originally certified copy of identity document
- Originally certified copies of all relevant qualifications
- Names and daytime contact details of at least three traceable referees (not from SACSSP).

Note: All copies must be originally certified in the past six (6) months.

Please forward your application, quoting the relevant reference number on Application Form 1 and envelope, for the attention of HR Office, SACSSP, 37 Annie Botha Avenue, Riviera, Pretoria, 0084 / Private Bag X12, Gezina, Pretoria, 0031. Emailed applications will be accepted. Applications can be emailed to:

albertinaht@sacssp.co.za

CLOSING DATE is 14/11/2025. No late applications will be considered.

NOTE:

All shortlisted will as part of the interview have to undergo a competency test.

If you have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful. Correspondence will be limited to shortlisted candidates only. Suitable candidates will be subjected to a personnel suitability check (criminal record check, citizenship verification, ICT check, qualification/study verification and previous employment verification). Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Applications that don't meet the above requirements will be deemed as regret. Where applicable, candidates will be subjected to a skills/knowledge test. The South African Council for Social Service Professions reserves the right not to make appointment(s) to the advertised post(s). The South African Council for Social Service Professions does not promote the employment of family, friends and relatives as stipulated in the Human Resources Policy; it discourages such practices and promotes fair recruitment and selection process.

Whites, Indians, Coloured and people with disabilities are encouraged to apply.