5th Floor, Sunclare Building
21 Dreyer Street, Claremont,
South Africa, 7708

Job Title:	Finance Intern
Company:	Sibona Ilanga Trust
Reports To:	Executive Officer: Finance and Operations
Location:	Cape Town
Role Type:	Internship – 12 Months

Organisational Context and Purpose of Role

Amandla Omoya, Letsatsi Borutho and Sibona Ilanga Community Trusts are Public Benefit Organisations that are beneficiaries of Trust Companies that hold shares in three Independent Power Producers. Amandla Omoya Trust Company holds 6% shares in Jeffreys Bay Wind Farm, Letsatsi Borutho holds 4% shares in Droogfontein Solar Power and Sibona Ilanga Trust Company holds 8% shares in De Aar Solar Power. The Community Trusts receive funds from Trust Companies and distribute such funds in communities as per Board approved programmes and activities. The Trusts were established in line with Implementation Agreements of the REIPPP Programme.

We are seeking a detail-oriented and highly motivated Finance Intern to join our team. This role is designed for a recent graduate or a professional with up to one year of experience looking to build a strong foundation in financial management and organizational operations.

You will work closely with the Finance Officer and the broader operations team to support day-to-day financial administration, compliance, and reporting. This is an excellent opportunity to gain hands-on experience in corporate governance, trust operations, and financial systems.

Key Responsibilities

- **Financial Administration:** Assist with basic bookkeeping tasks, including capturing invoices, reconciling statements, and processing accounts payable and receivable.
- **Reporting & Documentation:** Support the preparation of monthly financial reports and assist in compiling and distributing board packs for trustees.
- **Compliance Support:** Help gather and organize necessary documentation for statutory compliance and regulatory frameworks (e.g., SARS, CIPC).
- **Operational Tracking:** Assist the team in maintaining up-to-date financial records and updating project or task statuses using internal tools like Microsoft Teams.
- **Team Support:** Collaborate with the Finance Officer on ad-hoc financial projects, audits, and daily administrative duties to ensure smooth departmental operations.

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Qualifications, competencies, skills and experience
Qualifications and experience • Education: A Degree, National Diploma, or relevant qualification in Finance, Accounting, Business Administration, or a similar field. • Experience: No experience required. (Recent graduates with no formal work experience are highly encouraged to apply!) **Competencies and Skills** • Technical Skills: Proficiency in Microsoft Office, particularly Microsoft Excel. Familiarity with Microsoft Teams or accounting software is a bonus. • Soft Skills: Strong numerical and analytical skills, excellent attention to detail, and good written and verbal communication. **Attributes** • Attributes: A proactive team player with a willingness to learn, high ethical standards, and an interest in trust law, corporate governance, or the non-profit sector. • Self-motivated and proactive. • Reliable, ethical, and accountable. • Passionate about community and social development. • Hands-on leader with attention to detail and quality. • Adaptable and comfortable working in diverse environments.
What We Offer
• Hands-on mentorship from experienced finance and operations professionals. • Practical exposure to financial reporting, statutory compliance, and trust management in South Africa. • A collaborative and supportive work environment.
How to apply
Please submit your CV and a brief cover letter outlining your interest in the role to: **applications-sit@sibonailangatrust.co.za**

Prepared By	Amanda Tsupe - Telana	**Closing Date**	14 August 2026