



Pan South African Language Board (PanSALB) is a statutory body established in terms of Act 59 of 1995 (as amended) for, inter alia, the creation of conditions for the development and for the promotion of equal use and enjoyment of all the official South African languages. PanSALB seeks to appoint results-driven, assertive and dedicated individuals to fill the following position at our Organisation

## **INTERNSHIP PROGRAMME 2023/2024**

**Duration:** Twelve (12) months  
**Stipend:** **R6,174.96** per month for the relevant National Diploma  
**R9,378.33** per month for the relevant Bachelors Degree  
**R11,148.81** per month for the relevant Masters Degree  
**R13,915.12** per month for the relevant Doctorate Degree  
**Closing Date:** **29 December 2023**

The Pan South African Language Board invites graduates who seek practical work experience and are interested in a public service career to apply for an internship (occupationally-based work experience opportunity) in the occupations mentioned below for twelve (12) months. The applicants must not have been exposed to work experience in their area of study or have participated in an internship programme in a government department or institution. PanSALB aims to enhance the employability of unemployed graduates through the internship programme.

Province	Location	No. of positions	Internship programme	Requirements	Reference No.	Email Address
Gauteng	Pretoria: Centurion	1	<b>South African Sign Language (SASL)</b> interpreting services at the PanSALB Gauteng provincial office for employees and visitors. This programme is specifically geared towards exposure to interpreting for deaf visitors but may include interpreting during language awareness campaigns and coordination. In addition, exposure to administrative duties including taking minutes for structure meetings, translation of internal communication, language research and advocacy.	<ul style="list-style-type: none"><li>• Degree/National Diploma in SASL interpreting</li><li>• Proficiency in SASL and English</li><li>• Candidates will be required to undergo an assessment of sign language interpreting and spoken language proficiency by a panel comprising Deaf clients and professional SASL interpreters</li></ul>	14/2023	<a href="mailto:languagesapplications@pansalb.org">languagesapplications@pansalb.org</a>

Province	Location	No. of positions	Internship programme	Requirements	Reference No.	Email Address
Gauteng	Pretoria: Centurion	1	<p><b>Research on institutions of basic education, higher education, and further education and training.</b> This programme is specifically geared to exposure in providing support towards the promotion of the development and use of languages in the education sector. In addition, exposure in administrative duties including taking minutes for structure meetings, translation of internal communication, language research and advocacy.</p>	<ul style="list-style-type: none"> <li>• Degree/National Diploma in Language Practice</li> <li>• Proficiency in English</li> </ul>	15/2023	<a href="mailto:languagesapplications@pansalb.org">languagesapplications@pansalb.org</a>
Limpopo	Polokwane	1	<p><b>Xitsonga language</b> interpreting and/or translating services-related and support to PanSALB Limpopo provincial office. In addition, exposure to administrative duties including taking minutes for structure meetings, translation of internal communication, language research and advocacy.</p>	<ul style="list-style-type: none"> <li>• Degree/Diploma in Language- related field, with Xitsonga as one of the major courses or modules.</li> <li>• Proficiency in Xitsonga and English</li> </ul>	16/2023	<a href="mailto:applications@pansalb.org">applications@pansalb.org</a>
Limpopo	Polokwane	1	<p><b>Sesotho sa Leboa language</b> interpreting and/or translating services-related and support to PanSALB Limpopo provincial office.</p>	<ul style="list-style-type: none"> <li>• Degree/Diploma in Language-related field, with Sesotho sa Leboa as one of the major courses or modules.</li> <li>• Proficiency in Sesotho sa Leboa and English</li> </ul>	17/2023	<a href="mailto:applications@pansalb.org">applications@pansalb.org</a>

Province	Location	No. of positions	Internship programme	Requirements	Reference No.	Email Address
			In addition, exposure to administrative duties including taking minutes for structure meetings, translation of internal communication, language research and advocacy.			
Eastern Cape	East London	1	<p><b>Sesotho language</b> interpreting and/or translating services at PanSALB and exposure in rendering language-related support to the Eastern Cape provincial office.</p> <p>In addition, exposure to administrative duties including taking minutes for structure meetings, translation of internal communication, language research and advocacy.</p>	<ul style="list-style-type: none"> <li>•Degree/Diploma in Language Practice (translating, interpreting, lexicographic, sociolinguistics, formal linguistics, etc.)</li> <li>•Proficiency in Sesotho and English</li> <li>•Ability to speak isiXhosa would be an added advantage</li> </ul>	18/2023	<a href="mailto:ictapplications@pansalb.org">ictapplications@pansalb.org</a>
Kwa-Zulu Natal	Durban	1	<p><b>IsiZulu language</b> interpreting and/or translating services at PanSALB and exposure in rendering language-related support to the Kwa-Zulu Natal provincial office.</p> <p>In addition, exposure to administrative duties including taking minutes for structure meetings, translation of internal communication and language research and advocacy.</p>	<ul style="list-style-type: none"> <li>•Degree/Diploma in Language related field with isiZulu as one of the major courses/ modules</li> <li>•Proficiency in isiZulu and English</li> <li>•Knowledge of SASL and sign language interpreting ability would be an added advantage</li> </ul>	19/2023	<a href="mailto:scmapplications@pansalb.org">scmapplications@pansalb.org</a>

Province	Location	No. of positions	Internship programme	Requirements	Reference No.	Email Address
Free State	Bloemfontein	1	<p><b>South African Sign Language (SASL)</b> interpreting services at the PanSALB Free State provincial office for employees and visitors. This programme is specifically geared towards exposure to interpreting for deaf visitors but may include interpreting during language awareness campaigns and coordination. In addition exposure to administrative duties including taking minutes for structure meetings, translation of internal communication, language research and advocacy.</p>	<ul style="list-style-type: none"> <li>•Degree/National Diploma in SASL interpreting</li> <li>•Proficiency in SASL and English</li> <li>•Candidates will be required to undergo an assessment of sign language interpreting and spoken language proficiency by a panel comprising Deaf client and professional SASL interpreters</li> </ul>	20/2023	<a href="mailto:languagesapplications@pansalb.org">languagesapplications@pansalb.org</a>
Mpumalanga	Mbombela	1	<p>Either one of the following languages: <b>South African Languages (SASL), Xitsonga, isiZulu, isiNdebele and/or Siswati</b> interpreting and/or translating services-related and support to PanSALB Mpumalanga provincial office. In addition, exposure in administrative duties such including taking minutes for structure meetings, translation of internal communication, language research and advocacy.</p>	<ul style="list-style-type: none"> <li>•Degree/Diploma/ Postgraduate qualification in Language Practice with one of the following as major courses or modules: SASL, Xitsonga, isiZulu, Siswati, and isiNdebele in order of priority</li> <li>•Proficiency in the relevant language and English</li> <li>•Fluency in IsiXhosa would be an added advantage</li> </ul>	21/2023	<a href="mailto:applications@pansalb.org">applications@pansalb.org</a>

Province	Location	No. of positions	Internship programme	Requirements	Reference No.	Email Address
Northern Cape	Kimberly	2	<p><b>Khwedam and !Xunthali language</b> interpreting and/or translating services-related and support to PanSALB Northern Cape provincial office. This programme is specifically geared towards exposure to Khwedam and ! Xunthali language promotion, teaching, and development. In addition, exposure to administrative duties including taking minutes for structure meetings, translation of internal communication, language research and advocacy.</p>	<ul style="list-style-type: none"> <li>• Matric/Grade 12</li> <li>• Khwedam and ! Xunthali language mother tongue speaker</li> <li>• Ability to translate /Interpret from English and or Afrikaans into Khwedam and ! Xunthali language</li> <li>• Computer literacy and Report Writing skills</li> <li>• Speaking skills and Language background</li> <li>• Knowledge of working with word</li> <li>• Knowledge and culture of the language (mother tongue)</li> </ul>	22/2024	<a href="mailto:ictapplications@pansalb.org">ictapplications@pansalb.org</a>
North West	Mafikeng	1	<p>Setswana interpreting and/or translating services-related and support to PanSALB North West provincial office. In addition, exposure to administrative duties including taking minutes for structure meetings, translation of internal communication and language research and advocacy.</p>	<ul style="list-style-type: none"> <li>• Degree/Diploma in Language-related field with isiZulu as one of the major courses or modules</li> <li>• Proficiency in Setswana and English</li> <li>• Knowledge of SASL and sign language interpreting ability would be an added advantage</li> </ul>	23/2024	<a href="mailto:scmapplications@pansalb.org">scmapplications@pansalb.org</a>
Western Cape	Bellville	1	<p>IsiXhosa interpreting and/or translating services-related and support to PanSALB Western Cape provincial office. In addition, exposure to administrative duties including taking minutes for structure meetings,</p>	<ul style="list-style-type: none"> <li>• Degree/Diploma in Language Practice</li> <li>• Proficiency and English</li> <li>• Fluency in Afrikaans or SASL interpreting will be an added advantage</li> </ul>	24/2024	<a href="mailto:languagesapplications@pansalb.org">languagesapplications@pansalb.org</a>

Province	Location	No. of positions	Internship programme	Requirements	Reference No.	Email Address
			translation of internal communication and language research and advocacy.			

**The following must be noted:**

- Only a minimum of three (3) years (NQF 6 aligned) qualification and above in the relevant fields of study will be considered.
- Applicants who do not meet this requirement should NOT apply.
- The applicant should have already obtained the qualification as the appointment of successful applicants will be based on the qualification(s) the applicant is already in possession of.
- Successful applicants must be willing to arrange their accommodation and transportation.
- All appointments are subject to pre-employment screening.

Applications must be submitted on PanSALB Application Form, obtainable from the PanSALB Website ([www.pansalb.org/vacancies](http://www.pansalb.org/vacancies)). The Application form must be duly completed, signed and must be accompanied by a comprehensive CV including copies of ID and qualifications (no need to certify copies). Incomplete applications will not be considered. It will be expected that shortlisted candidates avail themselves for scheduled interviews on the date, time, and place to be determined by the PanSALB.

PanSALB is an equal opportunity, affirmative action employer. The institution promotes diversity, equity, and inclusion in the workplace (race, gender, and disability). Prospective candidates whose appointment promotes employment equity and affirmative action will receive preference. Prospective candidates will be subjected to verification checks which include, personnel security checks, criminal records, identity checks, etc. Candidates may undergo a competency assessment.

If you have not been contacted 1 month after the closing date, kindly deem your application unsuccessfully. Correspondence will only be with short-listed candidates.

Interested individuals are invited to submit their relevant applications to the correct email address as provided above. The applicants must quote the correct reference number and the name of the internship they are applying for in the subject line of the email when applying.

It is important to note that applications submitted without the correct reference number or the correct name of the internship programme and/ or submitted to the incorrect email address will not be considered.

For more information visit [www.pansalb.org/vacancies](http://www.pansalb.org/vacancies)