



WE ARE HIRING!

NEW INTERNSHIP OPPORTUNITY

Tourism Internship

ESWATINI

Vacancy: Tourism Intern

Involving: Reservations and office administration for a regional tour operator

Location: All Out Africa (Tours Office), Mandela's Lifestyle, Malkerns

Duration: 1 year placement

THE OPPORTUNITY

Are you **passionate about travel**, people and Southern Africa? Are you looking for an **opportunity to gain practical experience in the tourism industry**?

All Out Africa is looking for a **motivated and enthusiastic Tourism Intern** to join our Tours team in Malkerns, Eswatini.

This is a one-year, office-based internship **providing hands-on experience** in the day-to-day operations of a tour operator and Destination Management Company. You'll work alongside an experienced team, supporting reservations, administration and the smooth running of our Tours operations.

It's an **opportunity to develop valuable workplace skills** while gaining insight into how travel experiences are planned, booked and delivered across Southern Africa.

THE ROLE

As a Tourism Intern, you will support our reservations and administration team with a variety of office-based tasks.

Your responsibilities will include assisting with bookings and reservations, maintaining accurate records, communicating with agents and suppliers, supporting itinerary preparation and helping with general office administration. You'll gain exposure to different aspects of the tourism business and have the opportunity to learn from a team working across adventure travel, safari, hiking and responsible tourism in Southern Africa.

This is a great opportunity for someone who is organised, friendly, detail-oriented and eager to learn, and who wants to build a career in tourism.

REQUIREMENTS

Education: Tourism or Marketing degree or diploma

Communication: Good spoken and written English

Tech Skills: Good knowledge of Microsoft Office, particularly Word and Excel

Soft Skills: Detail-oriented, friendly, organised and ready to learn

KEY RESPONSIBILITIES

- Assisting with tour reservations and bookings
- Communicating with agents, suppliers and clients
- Maintaining accurate records and booking information
- Supporting itinerary preparation and documentation
- Assisting with general office administration
- Helping the Tours team with day-to-day operational tasks
- Providing professional and friendly communication
- Supporting other projects and tasks as required

FURTHER DETAILS

DURATION: 1 year placement

LOCATION: All Out Africa Tours Office, Mandela's Lifestyle, Malkerns, Eswatini

WORKING HOURS: Thursday – Monday, 08:00–17:00 (Sunday 8:30-16:30)

PACKAGE: Stipend

START DATE: To be confirmed

REPORTING TO: Tours Operational Manager

TO APPLY

Send your CV and a short cover letter to: tours@alloutafrica.com

Please use the subject line: Tourism Internship Application

Applications close **19th October 2026**.

