

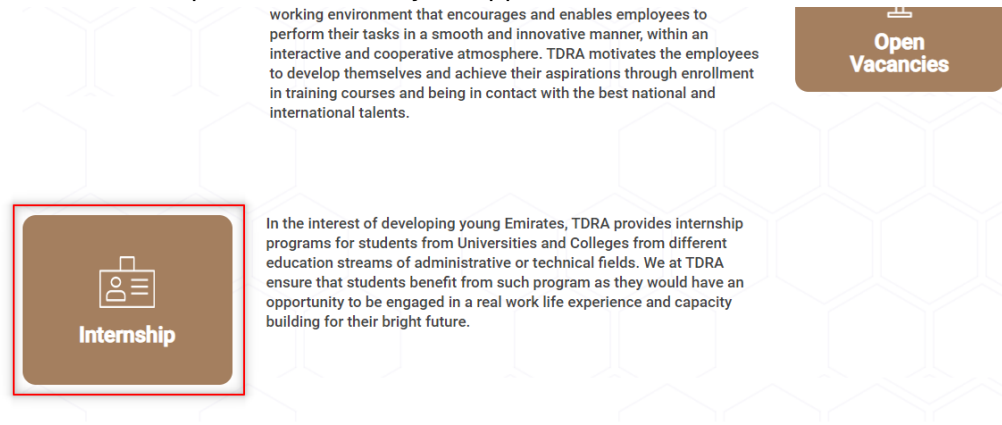


# INTERNSHIP MANUAL

*This document explains how the students can submit their application for the Internship Program on TDRA Career Portal.*

# Internship application process on TDRA Career portal

1. Visit TDRA career portal on this link: <https://careers.tdra.gov.ae/>
2. Click on the “Internship” icon to submit your application.



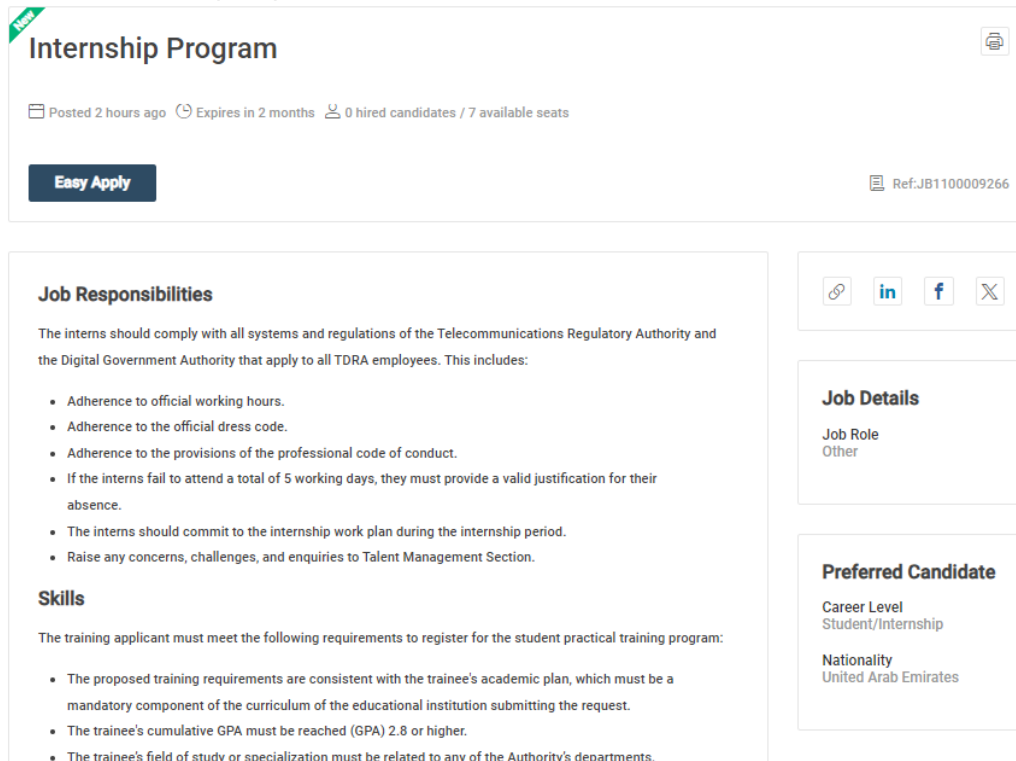
working environment that encourages and enables employees to perform their tasks in a smooth and innovative manner, within an interactive and cooperative atmosphere. TDRA motivates the employees to develop themselves and achieve their aspirations through enrollment in training courses and being in contact with the best national and international talents.

**Open Vacancies**

**Internship**

In the interest of developing young Emirates, TDRA provides internship programs for students from Universities and Colleges from different education streams of administrative or technical fields. We at TDRA ensure that students benefit from such program as they would have an opportunity to be engaged in a real work life experience and capacity building for their bright future.

3. View the internship requirements.



**Internship Program**

Posted 2 hours ago Expires in 2 months 0 hired candidates / 7 available seats

**Easy Apply** Ref:JB1100009266

**Job Responsibilities**

The interns should comply with all systems and regulations of the Telecommunications Regulatory Authority and the Digital Government Authority that apply to all TDRA employees. This includes:

- Adherence to official working hours.
- Adherence to the official dress code.
- Adherence to the provisions of the professional code of conduct.
- If the interns fail to attend a total of 5 working days, they must provide a valid justification for their absence.
- The interns should commit to the internship work plan during the internship period.
- Raise any concerns, challenges, and enquiries to Talent Management Section.

**Skills**

The training applicant must meet the following requirements to register for the student practical training program:

- The proposed training requirements are consistent with the trainee's academic plan, which must be a mandatory component of the curriculum of the educational institution submitting the request.
- The trainee's cumulative GPA must be reached (GPA) 2.8 or higher.
- The trainee's field of study or specialization must be related to any of the Authority's departments.

**Job Details**

Job Role  
Other

**Preferred Candidate**

Career Level  
Student/Internship

Nationality  
United Arab Emirates

4. Click on the “**Easy Apply**” button.

5. Fill in the application form by entering the details about yourself including your name, date of birth, contact information and attachments related to the internship.

Internship Program ×

📍 United Arab Emirates

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First Name as per Passport \*

Last Name as per Passport \*

Date of Birth \*

Email Address \*

Mobile Phone

Verified Emirates ID number \*

University Name \*

Major \*

Grade \*

UAE National with Family Book \*  Yes  No

Enrolled in Beatha Program? \*  Yes  No

TDRA Location \*

Passport Copy \*  No file chosen

Emirates ID \*  No file chosen

Family Book \*  No file chosen

Passport Photo \*  No file chosen

Transcript \*  No file chosen

University Letter  No file chosen

6. Once all the requested information has been filled out. Click on “**Apply Now**” button to submit your application.

**Easy Apply**

**Job Responsibilities**

The interns should comply with the Digital Government Authority's policies and procedures:

- Adherence to official work hours.
- Adherence to the official dress code.
- Adherence to the provisions of the internship agreement.
- If the interns fail to attend work for more than three consecutive days without prior notice, their absence will be considered as resignation.
- The interns should comply with the Digital Government Authority's policies and procedures.
- Raise any concerns, challenges or suggestions to the HR Department.

**Skills**

Passport Photo \*  No file chosen

Transcript \*  No file chosen

University Letter (includes full name as per passport, major, and duration of internship period) \*  No file chosen

Upload Your CV  No file chosen

Ref:JB1100009266

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**Job Details**

Role

er

**Preferred Candidate**

Career Level

7. System will give you confirmation that your application has been received.

هيئة تنظيم الاتصالات والحكومة الرقمية  
TELECOMMUNICATIONS AND DIGITAL  
GOVERNMENT REGULATORY AUTHORITY

United Arab Emirates

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Confirmation:

Your application has been submitted successfully to this job posting.

Home / Jobs / Job View

New

## Internship Program

📅 Posted 2 hours ago
🕒 Expires in 2 months
👤 0 hired candidates / 7 available seats

Withdraw Application

📄 Ref:JB1100009266

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- An application acknowledgement email will be sent through the system.

**Your Application Has Been Received**



Dear Bayt Test,

This is to acknowledge receipt of your application to our job posting for Internship Program (Job Ref. 1100009266)

Your CV will be reviewed and assessed against the posted job. Should your profile match our needs, our recruitment representatives will contact you.

To follow up on your application kindly provide your CV ID (1100440543) to the Talent Acquisition Team.

We wish you all the best in your career!

This is a system-generated mail. Please do not reply to this mail.

- If your application matches the requirements of this internship program, you will be contacted by the TDRA Talent Acquisition team.
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