

# Guide - How to apply for 2024 Internship

## Who can apply?

Intern positions are allocated in Victoria using a priority category system. Postgraduate Medical Council of Victoria (PMCV) oversees the Allocation and Placement Service (APS) to register for the Intern Match. PMCV administers the APS on behalf of the Victorian health services that offer positions and candidates applying for these positions.

You will find further information about the APS and the Intern Match at the APS website:

<https://allocations.pmcv.com.au/>

Eligibility criteria and order of allocation of **Medical Graduates for 2023 intern positions** is below:

<b>PRIORITY GROUP 1 (P1)</b>	<p>Graduates from a Victorian medical schools* holding Australian citizenship or permanent residency, or New Zealand citizenship, including domestic full fee paying and Commonwealth Supported Place students.</p> <p><i>*University of Melbourne, Monash University, Deakin University and University of Notre Dame: Melbourne &amp; Ballarat Clinical Schools</i></p>
<b>PRIORITY GROUP 2 (P2)</b>	<p>Australian temporary resident graduates of Victorian medical schools Interstate Special Consideration candidates (approved by PMCV)</p>
<b>*VRPA PRIORITY GROUP 2 (P2)</b>	<p>Australian permanent resident graduates of interstate universities who meet the following criteria:</p> <ul style="list-style-type: none"> <li>• Completed their Year 12 schooling in Victoria; OR</li> <li>• Graduates of the University of New South Wales who have undertaken their last two years of clinical placement at Albury Wodonga Health clinical school</li> </ul>
<b>PRIORITY GROUP 3 (P3)</b>	<ul style="list-style-type: none"> <li>• Australian permanent resident graduates of interstate or New Zealand universities</li> <li>• Australian temporary resident graduates of interstate universities</li> <li>• New Zealand temporary resident graduates of New Zealand universities</li> <li>• Graduates from an overseas campus of an Australian/New Zealand University accredited by the Australian Medical Council (Monash University – Sunway Malaysia Campus and University of Queensland Oschner campus)</li> </ul>

**Applications are welcome from all Priority Groups.**

**Queries regarding your eligibility to apply for Intern positions in Victoria should be addressed to the Post Graduate Medical Council of Victoria.**

Visit the PMCV website at <https://www.pmcv.com.au/>.

Further Information is available from the Eastern Health Careers Website or you are welcome to email the recruitment team for any other enquiries.

- Visit the Eastern Health website: [Eastern Health medical recruitment](#)
- Email the Eastern Health Medical Workforce Recruitment Team: [docsgoeast@easternhealth.org.au](mailto:docsgoeast@easternhealth.org.au)
- You Tube A Year in the Life of a Medical Intern: <https://www.youtube.com/watch?v=dxomiUQ8Ebc>

## How do I apply to Eastern Health?

### Online application process for Eastern Health

Before applying to Eastern Health, please ensure you have the following documents:

- Cover letter:** 1 page only with a 400 word limit
- Curriculum Vitae:** On Standardised PMCV template only, with a 6 page limit
- Non Clinical Reference:** 1 – 2 pages with an appropriate word limit
- Passport size photograph:** good quality, to upload with your CV and PMCV application
- Academic progress reports medical degree** (must contain your name, results and official university branding)

### Cover letter - 1 page only with a 400 word limit

- Address letter to **Dr Margaret Bird, DMS Medical Workforce, Eastern Health.**
- Tell us:**
  - Why you want to work at Eastern Health
  - Qualities that make you a desirable employee for an intern position at Eastern Health
  - How your attributes align with Eastern Health Values
  - Your clinical interests
  - (For Priority Group 2 or 3 – why you want to work in Melbourne)*

### Writing your Curriculum Vitae (CV) - 6 page limit on PMCV CV template

- PMCV CV Template, available on the PMCV website.
- Personal details
- Clinical school attended
- Clinical placements
- Medical Degree academic progress
- Achievements, prizes & awards for excellence during your medical degree
- Employment history
- Volunteer, achievements, research, leadership, personal interests – community or sporting

### Non Clinical Reference

- Select someone who knows you well and can comment on your skills and attributes, for example - punctuality, reliability, teamwork, leadership and communication
- You may choose a past employer, manager, supervisor or someone you have worked with as a volunteer in a community or sporting group

## Eastern Health selection process

Your application will be ranked based on the following criteria:

- Cover Letter
- Curriculum Vitae including Academic Record
- Clinical References x2 supplied to PMCV
- Non Clinical Personal Reference
- Knowledge of Eastern Health network and our values
- Video answers uploaded to PMCV

## Navigating your Eastern Health application – website [www.easternhealth.org.au](http://www.easternhealth.org.au)

Once on the Eastern Health Website Careers Page you will be able to navigate your way through the following steps to submit your Intern application for 2024 to Eastern Health.

