

# How to apply to EASTERN HEALTH

## Who can apply? Applications are welcome from:

### Priority Group 1:

- Permanent resident Australian trained graduates (Victorian clinical school)

### Priority Group 2:

- Temporary resident Australian trained graduates (Victorian clinical school)
- Special consideration

### Priority Group 3:

- Permanent resident Australian trained graduates (Interstate clinical school)
- Temporary resident Australian trained graduates (Interstate clinical school)
- New Zealand Medical School Graduates (Permanent resident or New Zealand citizen)
- Graduates of university campuses accredited by the Australian Medical Council outside of Australia and New Zealand (e.g. Monash Malaysia and Ochsner graduates)

Please note: Recruitment within priority groups is undertaken according to merit. There is no distinction between candidates of any eligibility criteria within a priority group for recruitment purposes.

For Priority Group 3 applicants only, Eastern Health may include interview as part of the selection process.

**Queries regarding eligibility to apply for Intern positions in Victoria should be addressed to the Post Graduate Medical Council of Victoria (PMCV),** (telephone (03) 9670 1066 or check website [www.pmcv.com.au](http://www.pmcv.com.au)).

**All candidates must apply to BOTH the Health Services and the PMCV**

## Online application process

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

- Cover letter (no more than 1 page)
- Curriculum Vitae (standardised PMCV template)
- Passport size photograph to be uploaded with your application
- Letter from a Non-Clinical Referee
- Academic transcript (Interstate applicants only)
- Any other material/documentation you believe is relevant

**Note – For Information on the PMCV Clinical Referee process please visit the PMCV website:**  
[www.pmcv.com.au](http://www.pmcv.com.au)

## Cover letter (no more than 1 page)

Address your Cover Letter to: **Julie Faoro, Director, Medical Workforce Unit, And Eastern Health.**

Please address the following in your Cover Letter:

- Why you want to work at Eastern Health
- The qualities you have that make you a desirable employee for an intern position at Eastern Health
- Your clinical interests
- For Interstate AND New Zealand candidates – why you want to come to Melbourne

**Please ensure your Cover letter does not exceed 1 page.**

## Writing your Curriculum Vitae (CV)

Please use the Standardised CV Template, available on the PMCV website.

## Non-Clinical reference

Your non-clinical reference must be a signed letter from someone who knows you outside the clinical environment. Some examples of people you could use are a past employer or manager, or someone you have worked with as part of a volunteer or community organisation or sporting group. We are interested in qualities relevant to your employee role and the workplace, such as punctuality, reliability, leadership, team work, communication skills or other attributes.

## Selection process

Your application will be ranked on the following:

Paperwork/Documentation	Ranked %
Cover Letter	4%
Curriculum Vitae	4%
Academic Results	70%
Clinical References (2)	18%
Non Clinical Reference	4%

For further information please contact us by email to: [internrecruitment@easternhealth.org.au](mailto:internrecruitment@easternhealth.org.au)

## How do I apply to Eastern Health?

If you are interested in applying to Eastern Health for your Internship, please visit our website for further information [www.easternhealth.org.au](http://www.easternhealth.org.au) (under Careers – Medical Recruitment)

**Navigating the Eastern Health website** ([www.easternhealth.org.au](http://www.easternhealth.org.au))



## FAQ

### **Who will be interviewed?**

- Eastern Health will not be conducting interviews for 2019 Intern positions. This is because we do not believe that a brief individual or group interview is useful to determine a persons qualities, and may discriminate against those who are less extroverted or skilled at interview.

### **Does Eastern Health favour Monash or Deakin graduates over other graduates?**

- No - Eastern Health ranks each applicant using the same criteria and processes. We are also required to follow the PMCV guidelines for intern selection.

### **How many intern applicants, who are in Priority Group 2, does Eastern Health recruit?**

- This is subject to variation, and the process is governed by external bodies. In 2019 we will recruit around 5-10 Priority Group 2 applicants to Eastern Health.

### **How many intern applicants, who are not in Priority Group 1 or 2, does Eastern Health recruit?**

- This is subject to variation, and the process is governed by external bodies. Each year about one or two applicants who are not eligible for Priority Group 1 or 2, may gain employment at Eastern Health.

### **If I come to Eastern Health as an Intern, can I complete further training there?**

- Eastern Health encourages retention of our interns throughout their careers, supporting their choices, and assisting them with entry to relevant training programs. The Medical Workforce Unit invites all junior medical staff to discuss future career ambitions and will help individuals to achieve their training goals.

### **Do I get leave during my intern year?**

- Yes. As an Intern you will be rostered for 5 weeks of annual leave. Two weeks is granted during the year and the remaining three weeks is scheduled at the end of the intern year, prior to commencement of your HMO 2 year.

## **Eastern Health Medical Workforce Unit - Enquiry & Application contact details:**

**Julie Faoro, Director, Medical Workforce Unit**

**Tracey Roberts, Associate Director, Junior Medical Workforce Unit:**

Email: [internrecruitment@easternhealth.org.au](mailto:internrecruitment@easternhealth.org.au)

Telephone: (03) 9895 3469