

# How to apply to EASTERN HEALTH

## Who can apply?

Applications are welcome from:

### PRIORITY GROUP 1

- Australian permanent resident graduates of Victorian universities including domestic full fee paying students and New Zealand citizens (i.e., graduates of University of Melbourne, Monash University, Deakin University and University of Notre Dame: Melbourne Clinical School).

### PRIORITY GROUP 2

- Australian temporary resident graduates of Victorian universities

### PRIORITY GROUP 3

- Australian permanent resident graduates of interstate or New Zealand universities (including previous residents of Victoria);
- Australian temporary resident graduates of interstate universities;
- New Zealand temporary resident graduates of New Zealand universities
- Graduates from an overseas campus of an Australian/New Zealand University accredited by the Australian Medical Council (e.g. Monash University – Sunway Campus, Malaysia)

**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 [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

Address your Cover Letter to **Ms Kath Ronan – Director of Medical Workforce Unit, Eastern Health.**  
Ensure your Cover letter does not exceed 1 page.

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

## 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:

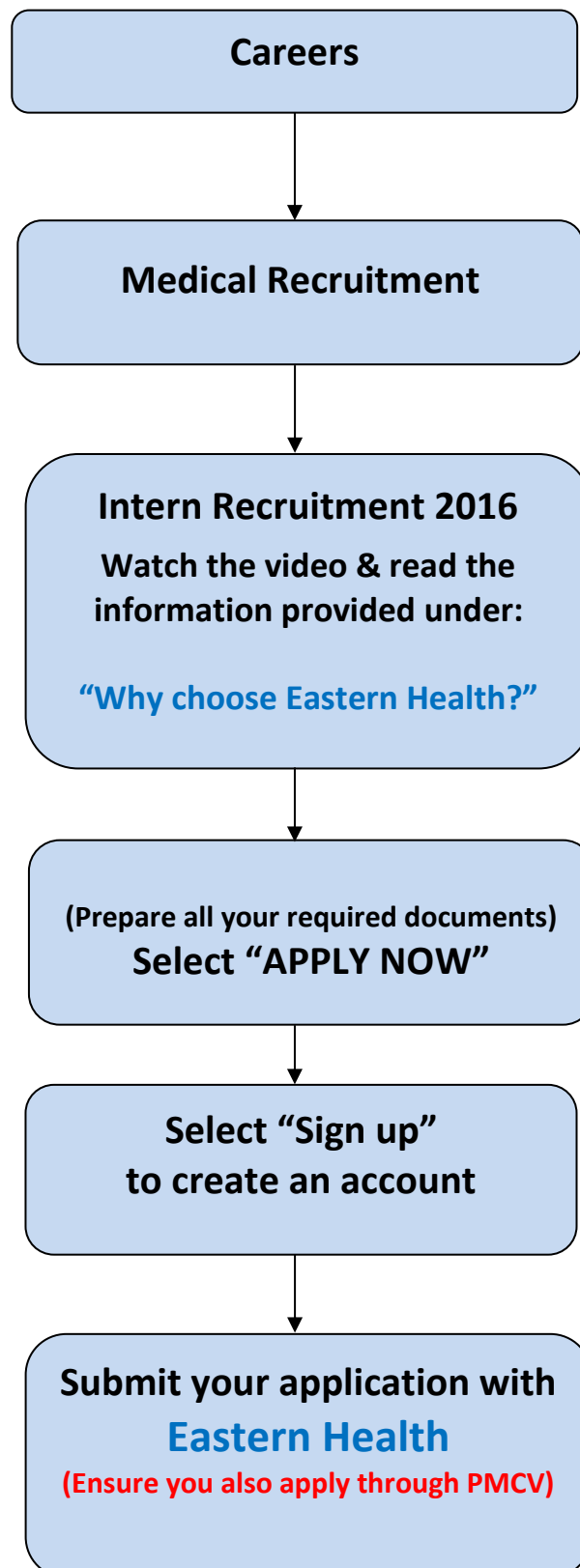
<b>Paperwork/Documentation</b>	<b>Ranked %</b>
Cover Letter	4%
Curriculum Vitae	4%
Academic Results	70%
Clinical References (2)	18%
Non Clinical Reference	4%

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 2017 Intern positions.

### **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.

### **What percentage of second pool intern applicants did Eastern Health recruit in 2016?**

- Out of the 67 interns employed by Eastern Health in 2016, 2 were from the second pool of candidates.

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

- Eastern Health attempts to retain as many of our interns as possible, supporting their career 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 a Hospital Medical Officer, you will be rostered for 5 weeks of annual leave. A portion of these will be granted during the year and the remainder at the end of the year, prior to commencement of your HMO 2 year.