

Sample Cover Letter - Medicine

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15 June 2011

Mrs Madeline Madeup
Manager HMO Support Unit
Bayside Health
Commercial Road
Pahran Vic 3127

Dear Mrs Madeup,

Re: Medical Internship 2012

It is with great enthusiasm that I apply for the position of Intern at Bayside Health. I am in the final year of Bachelor of Medicine/Bachelor of Surgery at Monash University and looking for the best possible start for a successful medical career.

Bayside Health particularly interests me as it provides a broad range of clinical experiences, in conjunction with a well organised teaching program. After speaking to colleagues and attending the Bayside Health intern information session, I believe that the staff and facilities are excellent. As you will see in my results and experiences, I am committed to giving my best to any situation, have a holistic approach and would value the opportunity of working in a first class organisation like The Alfred Hospital.

I can bring to the role strong team skills and effective communication skills. These have been honed through interactions and presentations to a range of audiences, most recently at the Australian Medical Student Association (AMSA) and as an ambassador for the Monash Medical Conference at Sunway campus, Malaysia. My academic achievements and voluntary involvement in Lifeline and the Big Brother/Big Sister programs are indicative of my commitment to all aspects of healthcare.

My experience at The Alfred, as both a student and a ward clerk, has given me the opportunity to develop my clinical skills including patient assessment and management and receive constructive feedback on my progression. Research into endocrinology is of particular interest to me as it is my aspiration to work in either diabetes or inflammatory diseases in the future.

In support of my application I have attached a resume providing a summary of my relevant experience. Referees and results are available through the PMVC system.

It would be my absolute pleasure to return to The Alfred Hospital and I believe I have the potential to be a valuable member of the hospital team. I look forward to discussing my application further at interview.

Yours sincerely

Maria Medical

