HOW TO APPLY FOR A ROLE ON E-MERCURY

1. Go to https://bhs.mercury.com.au
2. At the top of the page click on 'register', and fill in the registration form
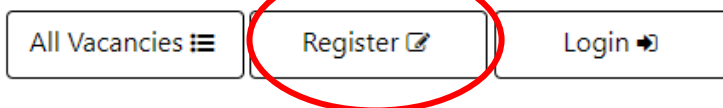
3. You will then need to go to your emails, and look for the email from Mercury to activate your account.
4. Once this is completed you can log in to your account.
5. When you are logged in, click on the 'jobs' button on the left-hand side, and then click on all vacancies
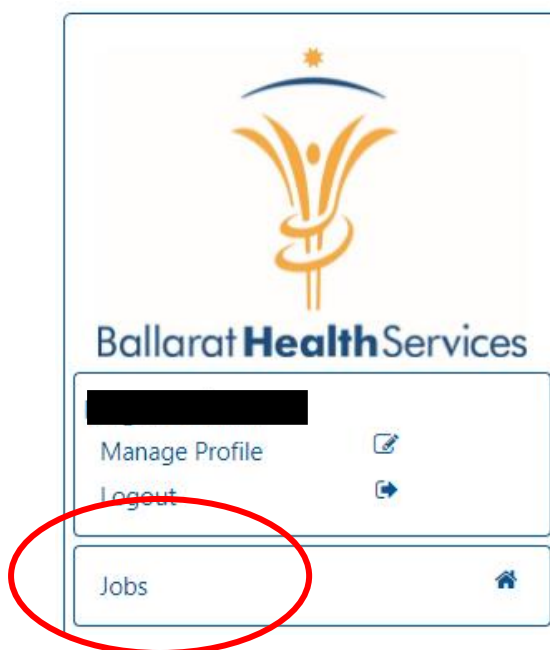
6. Locate the intern position you are applying for, and click on this link.
7. Scroll to the bottom and click on 'apply now'.
8. Follow the prompts to complete your application, and upload your documents.

VRPA Process:

If you wish to participate in the VRPA Intern Match Process you need to:

- Apply directly via the PMCV Match Process
- Apply to the VRPA Intern position on the Ballarat Health Services (Grampians Health) eRecruit system. You will only be required to upload a cover letter for this position. This should be addressed to Mr David Channon – Junior Medical Workforce Manager

Intern Match (non-VRPA):

If you are not applying for the VRPA and are applying directly to Ballarat Health Services (Grampians Health), you will need to submit a full application directly to our eRecruit system. Please note, you are still required to register with PMCV. Your application should include:

- Cover Letter – addressed to Mr David Channon – Junior Medical Workforce Manager
- Curriculum Vitae (using standard PMCV Template with passport photo)
- Address the selection criteria questions on erecruit.