

Dr. [Your Full Name]

[City, State] · [Phone] · [Email] · AMC No. [xxxxxxx]

AHPRA No. [xxxxxxx]

- Use a professional email. Include your AMC candidate number — hospitals check this when shortlisting.
- Add your AHPRA provisional registration number as soon as you receive it.

CAREER STATEMENT

4–6 sentences. Cover: who you are clinically, your AMC/IELTS status, your main strengths, and your commitment to supervised practice. Keep it specific — generic statements get skipped.

- Mention AMC Part 1 and Part 2 status clearly. Include IELTS band score if 7.0 or above.

CLINICAL EXPERIENCE

[Job Title] — [Hospital / Clinic], [City, Country]

[Month Year] – [Month Year] · Full time / Part time, avg. [X] hrs/week

- Describe your main clinical responsibilities. Focus on what you assessed, managed, and documented.
- Mention the setting (ED, ward, outpatient) and patient mix. If supervised, say so — this is viewed positively in Australia.
- If equivalent to an Australian grade (HMO, RMO, PGY1–3), note it in brackets.

[Job Title] — [Hospital / Clinic], [City, Country]

[Month Year] – [Month Year] · Full time / Part time, avg. [X] hrs/week

- Add as many entries as needed, most recent first.
- For internship rotations, list the departments covered (e.g. internal medicine, surgery, paediatrics).

- List ALL roles including short-term and part-time. Include average weekly hours — Australian HR expects this for IMGs.

EDUCATION AND QUALIFICATIONS

[Year] – [Year] [University Name]

[Degree title in English] e.g. Doctor of Medicine (MD) / MBBS

Australian Medical Council (AMC)

- AMC MCQ Exam — Passed [Date] / In preparation, sitting [Month Year]
- AMC Clinical Exam — Passed [Date] / In preparation
- IELTS Academic — Overall Band [X.X], [Month Year]
- [National Licensing Exam] — Score [X], Passed [Date]
 - If you haven't sat Part 2 yet, write 'In preparation, sitting [Month Year]' — honesty is respected. Never leave it blank.

REGISTRATION

- AHPRA — Provisional Registration No. [xxx] / Ready to apply for provisional registration
- AMC Candidate — No. [xxxxxxx]
- Medical Board of [Country] — Registered, No. [xxxxxxx]

GAPS IN WORK PRACTICE

[Month Year] – [Month Year]: One to three sentences explaining any gap of 4+ weeks. Accepted reasons: exam preparation, relocation, observership, family. Be factual and brief.

- This section is required for IMG applications in Australia. Do not skip it.

CLINICAL AND PROCEDURAL SKILLS

Competent (independent): *patient assessment, ECG interpretation, IV cannulation, BLS, wound care, documentation, discharge summaries, prescription writing...*

Supervised / Observed: *advanced airway management, central line insertion, lumbar puncture, ultrasound-guided procedures...*

→ Only list skills you can defend in an interview. Note BLS/ALS certification status or planned certification date.

RESEARCH AND PUBLICATIONS

[Author(s)]. "[Title]". [Journal or Conference]. [Year].

No publications? List any posters, conference presentations, or research projects you contributed to.

COURSES AND CONFERENCES

[Course or Conference Name] — [Provider] — [CPD hours] — [Year]

[Course or Conference Name] — [Provider] — [CPD hours] — [Year]

→ Prioritise Australian providers: BloodSafe, NPS Medicinewise, Hand Hygiene Australia. List most recent first.

REFERENCES

[Referee Name and Title]

[Role and workplace] · [email] · [phone]

[Referee Name and Title]

[Role and workplace] · [email] · [phone]

[Referee Name and Title]

[Role and workplace] · [email] · [phone]

→ Always contact referees before listing them. Include at least one Australian referee if possible. Hospitals often call rather than email.

VERIFICATION STATEMENT

I verify that the information contained within this Curriculum Vitae is true and correct on [DD/MM/YYYY].

Signature: _____ Date: _____