

# Alumni internship *programme*



ST ANDREW'S  
CATHEDRAL SCHOOL

## 1. Internship description

Are you a dental undergraduate student passionate about orthodontics and eager to gain hands-on experience in a dynamic and innovative orthodontic practice? Full Face Orthodontics invites you to join our team for an immense internship experience that will enhance your skills, expand your knowledge, and provide a unique glimpse into the exciting field of orthodontics.

Company name FULL FACE ORTHODONTICS PTY LTD

Location SYDNEY

Company description Full Face Orthodontics provides specialised orthodontic care for children, teens and adults. Our practice is welcoming, friendly and fun, and we treat our patients in a caring, professional, and gentle manner.

Date for the internship will be negotiated directly between the successful candidate and FFO.

## 2. Internship details

Start date

Finish date

Number of days per week

5

## 3. Duties and responsibilities

Observation and assistance  
Patient interaction  
Chairside support  
Record keeping  
Case discussions and research  
Administrative tasks  
Clinical Maintenance



#### 4. Desirable attributes

Currently enrolled in a dental undergraduate program, strong interest in orthodontics and a desire to pursue a career in this field, excellent communication skills and a compassionate approach to patient care, eagerness to learn and adapt in a fast-paced clinical environment, attention to detail and a commitment to maintaining a high standard of patient care.

#### 5. Application process

Please prepare a resume as well as a covering letter stipulating your interest in the above internship and your suitability for this role.

Submit your application in a Word or PDF format to Richard Hansen, Alumni Relations Manager, via email at [alumni@sacs.edu.net.au](mailto:alumni@sacs.edu.net.au)

The resume should include:

- Any relevant work experience
- Current and past tertiary courses of study
- A minimum of two references (employment references are preferred but not essential)
- Contact details
- Availability for the role in 2022/2023.

Shortlisted candidates will be contacted by the host company.

Remuneration, timing and 2023 commencement date for the internship will be negotiated directly between the successful candidate and host company. Please note the internship is first and foremost a learning experience. The benefits of the opportunity afforded to the intern will be considered in the remuneration.

**Applications close 31 October 2023**