An Internship is the best way to learn the differences between uni and work life. I have learnt how to adapt to the office environment and how to deal with other stakeholders – the Internship Program has enhanced my future job opportunities.

Anh Thu Phan – Finance Internship
Welcome to Performance Careers

Performance Careers is one of the leading organisations facilitating professional internships in Australia. We are dedicated to helping students and graduates achieve career success through the development of practical employability skills and experience within a work integrated learning environment.

Preparing you for the Australian professional workplace

You need work experience to get a job. But as a graduate, how do you gain that practical experience? One increasingly popular way is through an internship. An internship is an unpaid, temporary work integrated learning placement that gives practical, on-the-job training in a particular occupation. Work integrated learning provides an opportunity to trial the career you want, develop an understanding of a real workplace and add practical experience to your resume, whilst having a mentor guide and train you throughout.

Our dedicated internship teams have a wealth of recruitment, internship placement, education and training experience – and know what it takes to succeed!

Benefits of an internship

The Australian job market is competitive and an internship can help you stand out as a recent graduate. The Performance Careers Internship Training Program helps candidates successfully bridge the gap from study to professional employment.

Outcomes include:
- Australian experience in your relevant field of study
- A personalised learning and development plan
- Development of your communication skills and confidence
- Opportunity to apply what you studied in university
- Exploration of your future career path
- Understanding of how businesses operate
- Relevant experience to add to your resume
- Building your professional business network
- Gain references and endorsements

We Change Lives

Established in 2006 to improve the careers of professionals who have English as their second language, the Performance Education Group is now a leader in this space. More than a motto, Your Career Success is Our Goal is what drives us to ensure that each and every student is given the best possible training and support to achieve their career goals.

Integrating specialised business communication and business culture training with career skills development, our programs enhance the employability of recent graduates at the beginning of their careers – Your Career Success is Our Goal!

To date, Performance Careers, our dedicated internships team, has placed over 3,500 interns into more than 1,350 host companies.

Francesc Perez – Marketing Internship

I decided to undertake the Internship Program to have international experience and improve my English. Once I am back in Barcelona having this international experience can be useful for future job opportunities.
Internship Training Program

Our Internship Training Program helps you bridge the gap between study and professional employment. Consisting of a 12 week work integrated learning (WIL) placement at a quality Australian host company, we will match you to the right placement taking into consideration your career goals, specific area of expertise, relevant experience, learning objectives, training needs and location.

Performance Careers specialises in accounting, finance, IT, marketing, HR and supply chain/logistics internships.

Training Program Highlights

+ Resumé Preparation Session
+ Interview Preparation Workshop
+ Personalised learning and development plan with a formal Training Agreement & Evaluation Process
+ Work integrated learning placement of 12 weeks in your nominated profession
+ Placement into a host organisation – we work with over 1,350 host companies operating across most industries
+ Support hotline to your Internship Consultant
+ 6 week and 12 week reviews
+ A dedicated Internship Consultant to mentor, coach and offer career advice throughout

Note: Internships are not ‘trials’ for employment with the host company. Our host companies have no expectation of, nor obligation to, employ an intern beyond the internship period and internship opportunities are unrelated to employment opportunities with our host companies.

95% of interns increased their understanding of the Australian workforce

2013/2014 Internship Program Exit Questionnaire

Akinyemi Emmanuel
IT Internship

After facing difficulties related to job hunting due to a lack of local work experience, I decided to do an internship to bridge the gap to the Australian corporate world.

I have developed my communication and negotiation skills, learnt business process mapping in MS Visio and increased my knowledge about supply chain management. I would definitely recommend the Internship Program – it has been a great opportunity to gain experience and expand my business network. Moreover, I'm sure the program increases your employability, it has enhanced both my CV and my position in the labour market!

Anastasiya Serova
Business Analysis/Project Management Internship

After facing difficulties related to job hunting due to a lack of local work experience, I decided to do an internship to bridge the gap to the Australian corporate world.

I have developed my communication and negotiation skills, learnt business process mapping in MS Visio and increased my knowledge about supply chain management. I would definitely recommend the Internship Program – it has been a great opportunity to gain experience and expand my business network. Moreover, I’m sure the program increases your employability, it has enhanced both my CV and my position in the labour market!
Host Companies

Performance Careers works with over 1,350 host companies across Melbourne, Sydney and Adelaide to offer work integrated learning opportunities in most industries. We work with a range of companies, from large multi-nationals to small and medium sized growth businesses. Host companies who we work with include:

- Accor
- Alfred Health
- BNP Paribas
- Citrix
- Coca-Cola Amatil
- Christian Dior
- Grand Hyatt Melbourne
- Hansen Technologies
- Jeanswest
- Jenny Craig/Curves
- KONE
- Leighton Contractors
- Lend Lease
- Luxottica
- Macquarie Telecom
- Mirvac
- MYOB Australia
- Mission Australia
- NCSI Australia
- Newell Rubbermaid
- NSW Health
- Pepperstone Financial
- Perpetual
- Philips
- Prada
- Primary Healthcare
- PwC
- Red Cross
- Revlon
- Sportsbet
- State Street
- Telstra Business Centre
- Thrifty
- UNICEF
- Westfield
- Westpac
- Young & Rubicam Brands

Sample Internship Opportunities

Marketing Internship

Host Company: National beauty product distributor.

About You: A Marketing graduate who is passionate about strategic and product marketing with strong communication skills and a willingness to integrate into a forward thinking team. You are an energetic and creative individual whose ideas and initiatives will be welcomed and supported.

Learning Outcome: You will be involved in the development, implementation and delivery of strategic marketing campaigns involving various lines and products. You will be exposed to the maintenance of four different company Facebook pages and two company websites. You will learn the set up and delivery of social media campaigns and will be involved with events management.

Finance Internship

Host Company: Large Not-For-Profit organisation in Victoria.

About You: A graduate with a degree or masters with a focus on financial analysis. You have a strong interest in learning about reporting and financial analysis with intermediate MS Excel skills (i.e. Vlookup, Hlookup Pivot tables etc.). You should be confident in your ability to use excel to process and analyse data.

Learning Outcome: The successful candidate will gain valuable experience learning about and putting to practice a range of financial analysis duties. This internship is beneficial if you are looking to pursue a career in the lucrative area of financial analysis.

HR Internship

Host Company: Global IT company and business processes firm.

About You: You have completed or are studying a HR degree. You have strong communication skills, the ability to liaise with both internal and external clients, and are confident with your organisational skills.

Learning Outcome: You will learn from experienced HR professionals and be involved in organising interviews, updating roles on the internet and intranet, completing reference checks and learning other HR support tasks.

Supply Chain Internship

Host Company: Large electronics and lighting manufacturer.

About You: A recent supply chain management, logistics or business graduate who is passionate about supply chain and logistics. You have intermediate knowledge of PowerPoint and Excel and great communication skills.

Learning Outcome: While shadowing the Supply Chain Manager, you will be involved with assisting with the creation of process maps, interviewing key stakeholders within the supply chain area to understand business operations, reviewing and analysing data, as well as learning to recommended business and process improvements.

Qin Xu

HR Internship

I would highly recommend an internship to all overseas students as it is a great opportunity to break into the Australian corporate world. It is also one of the most effective ways for us to put the skills and knowledge that we learnt from Uni into practice. From my experience within the host company’s HR department, I realised how much Australian employers value their prospective employee’s working experiences. An internship is definitely the quickest way for a fresh graduate to pick up essential skills and business culture in Australia. Performance Careers helped me to build up my career with all the support that I need. I was offered a three month contract as a HR Administrator role as a direct result of my internship.
Important Information

Enrolment Process and Fees

The Enrolment Process

1. Contact an Internship Consultant to arrange a free consultation.
2. Ensure you bring a copy of the following documents to your consultation:
   i. Copy of relevant academic transcripts;
   ii. Copy of current English language proficiency demonstrating overall 6.0 (If IELTS results are not available, Performance Careers can provide a free assessment);
   iii. Copy of current Australian visa;
   iv. Copy of resumé;
   v. Copy of relevant Skills Assessment (if you have one);
   vi. Copy of your current passport showing the photo page.
3. It will be determined at the end of the consultation if you are a suitable candidate for our Internship Training Program based on our selection criteria.
4. If accepted, you will be provided with a Letter of Offer, Enrolment Form and Terms & Conditions document to commence the Internship Training Program with Performance Careers.

You can also apply and upload your documents through our online application form:
https://pe.rtomanager.com.au/Publics/PublicsPages/StudentApply/pp_Application_Step0.aspx

Program Fees and Payment

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<tr>
<td>$1,750</td>
<td>$875 due at time of enrolment</td>
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<tr>
<td></td>
<td>$875 due before commencement of internship</td>
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</tbody>
</table>

Students can elect to pay by any of the following methods:
• Direct credit – charged to their credit card
• Direct debit – charged to their bank account
• Direct EFT – to your bank account

Other things you need to know

Eligibility
To be eligible for the Internship Training Program you must have:
• IELTS 6.0 score overall or equivalent (If IELTS results are not available, Performance Careers can provide a free assessment)
• Current, valid visa for Australia
• Tertiary qualification in area of nominated internship
• Availability for a minimum of 3 days a week

Host Companies
At Performance Careers, you are placed into your internship following a thorough interview to ascertain your career needs and learning objectives. Points taken into consideration include your:
• Industry of choice
• Specific area of expertise
• Relevant experience
• Learning objectives
• Career goals
• Location
• Training needs

Tafsir Chowdhury

Accounting Internship

I wanted to explore another area of the accounting field but realised that I did not have enough experience. Performance Careers gave me the opportunity to work with BNP Paribas where my mentors were amazing. Working as an intern shows your drive and passion to build a career. It also adds skills to your current set. Now I have even more confidence in myself. This internship experience is a milestone in my career, a part of my life which is very valuable personally and professionally. It is the first step towards the career I always dreamed of!
OTHER PROGRAMS OFFERED BY THE PERFORMANCE EDUCATION GROUP

- PROFESSIONAL YEAR (PY) PROGRAMS
  A comprehensive 44 week program offering both Accounting and IT streams.

- ENGLISH LANGUAGE TRAINING PROGRAMS
  General English, Professional Business English, English for Academic Purposes and IELTS Test Preparation courses.

Prices and information are correct at time of printing. Performance Careers reserves the right to make amendments at any time without prior notice.