

MDIS CAREER ASSISTANCE UNIT (CAU) INTERNSHIP/ATTACHMENT TRAINING PROGRAMME

1. INTRODUCTION

The Career Assistance Unit (CAU) at MDIS was established to provide value-added career advice and placement services to our students, members and affiliated organisations. Through CAU, we aim to provide links and channels to enhance our students and members in their job search, whilst simultaneously supporting our corporate members and affiliated organisations in their recruitment of well-qualified candidates.

In addition, the goal of our CAU Internship/Attachment Training Programme (IATP) is to enable our students to gain valuable exposure in industrial and commercial environments. As a direct benefit to companies proactive in their recruitment processes, the internship opportunities available through CAU offer preselection (“shortlisting”) of suitable candidates and the chance to “test the waters” in an extended interview process.

2. INTERNSHIP/ATTACHMENT TRAINING (IATP) PROGRAMME

The IATP can be undertaken by the students either at the end of their course or, if the class and individual schedules allow, at any point during their course of study. The period of attachment can range from 1 to 6 months, as determined by the requirements of the partnering organisation. During this period, students will undergo on-the-job training and coaching on their designated roles in the organisation.

Our partnering organisations can rest assured that all student applicants for the IATP will undergo a rigorous preselection and interview process to short list the candidates that match most suitably the needs of both the host organisation and of the student’s education. Successful applicants will, upon completion of their attachment period, be required to submit an academically non-assessed report to CAU detailing their learning experience. Companies will also be invited to provide feedback and, with MDIS, to award joint certifications to students.

3. OBJECTIVES OF THE INTERNSHIP/ATTACHMENT TRAINING PROGRAMME

- To provide a “real-world” out-of-the-classroom experiential training opportunity for students to apply the knowledge and skills acquired during their course of study.
- To allow our partnering organisations to fulfil their corporate social responsibility (CSR) needs, gain additional manpower and assess possible future employee prospects in an extended “job interview process”.

4. APPLICATIONS

Organisations keen to extend their CSR to life-long education, whilst maximizing the efficiency of their recruitment processes though offering exceptional on-the-job training opportunities, are welcomed to invite internship applications from the student body of MDIS.

Please complete the attached “*Internship Invitation Form (Corporate)*” and submit it to the MDIS Career Assistance Unit via the address listed on the form. Please make sure your invitations reach us a minimum of three months prior to the internship start date and please also keep CAU informed of any applications received that have lead to an internship or job placement.

