Downloaded from <https://www.velvetjobs.com/job-descriptions/medical-intern>

# Example of Medical Intern Job Description

Our company is looking for a medical intern. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for medical intern

* Supports the development and/or review of Medical response letters for Medical Information requests received from HCPs
* Responds to, and documents, triaged drug information requests from health care professionals, patients and internal & external stakeholders as required
* Supports the development, execution and tracking of strategic KOLs engagement plans for the Biopharm Business Unit
* Tracks realized Medical Science Liason’s field interactions and KOLs/HCPs interactions on a monthly basis and conducts analyses to ensure excellence in MSLs field activities
* Assists in the planning and implementation of assigned projects
* Participates in process improvement programs and assists in identifying continuous improvement opportunities
* Develops an understanding of analyzing and evaluating business plans and new programs and services
* Assists in preparing financial reports, developing and/or utilizing spreadsheets, databases and other computer applications
* Assists with data interpretation, quantitative or qualitative and gain experience and understand how to conduct variance analysis
* Supports and coordinates the development and review of scientific abstracts, posters, and presentations

## Qualifications for medical intern

* Enrolled in a University for the duration of the internship
* Must be Pursuing a Bachelor’s degree in life sciences
* Currently enrolled in a Bachelor program with a focus on Marketing and/or Business
* Demonstrated experience working in sales or marketing team environment
* Students currently enrolled in a Bachelor’s or Master’s Degree in Communications / Public Relations (journalism, writing, digital) or Marketing / Advertising
* Experience in use of MS Office & basic website management is a plus