



DEFENCE FORCE RECRUITING

Overview of steps in the Recruiting Process

1

Your Opportunities Unlimited (YOU) Session

- The YOU sessions are now virtual, you will complete an online job opportunities assessment, submit documentation through your candidate hub and then speak with one of our Careers Coaches over the phone regarding your interest in the ADF.
- These sessions are split over multiple days to fit your schedule, or if you prefer you can arrange to complete the activities together at one of our recruiting centres. At the end of the session you will walk away with all the information you will need to decide which jobs you wish to consider applying for.

2

Preparation for Assessment

- To prepare for your Assessment Session, your Case Manager will help you to submit the required documentation, begin your police check, confirm or select your job preferences.
- Depending on your job preferences, you may be required to undertake further evaluations which your Case Manager will organise.
- Finally, your Case Manager will complete a checklist with you to make sure you are ready to progress with your application for a job with the ADF.

3

Assessment Session

- At the Assessment Session you will speak with a Psychologist and conduct a medical assessment by a Doctor. After this you will have an interview with a Defence Interviewer.
- If you are successful at your Assessment Session, you will be provided with information from Defence Force Recruiting, giving you instructions on what you will need to do to prepare for your Enlistment / Appointment into the ADF.

4

Preparation for Enlistment / Appointment

- Depending on your job preferences, you may be required to attend a Selection Board. If successful at the Selection Board, or Assessment Session (if the board was not required), and a position is available for you, you will receive a Letter of Offer and an Enlistment / Appointment Pack.
- Your Enlistment Coordinator will work through the pack with you to make sure you are prepared for your new job in the ADF.
- Your Enlistment Coordinator will make sure you complete a fitness and pathology test, as well as a security clearance pack and other additional forms that may be required.

5

Enlistment / Appointment

- The day has arrived where you become a member of the ADF. You will complete a brief medical examination and finalise any documentation that is required.
- Your family and friends will be invited to attend your Enlistment / Appointment Ceremony, where they will be familiarised with what you will experience in the ADF.
- If you are joining full time you will then farewell your family and friends and head off to your training establishment to begin the first phase of your military training.

This document is provided by Defence Force Recruiting (DFR). Contact your Case Manager on 13 19 02 for any enquiries.