

RECRUITMENT PROCESS OVERVIEW - OFFICER ENTRY

01

JOB OPPORTUNITY ASSESSMENT (JOA)

After submitting your application, you'll receive a link to a job opportunity assessment via email. This test is designed to measure your existing abilities and helps us to match you with the roles you are most suited for.

Complete the test when you are well-rested and free from distractions.

DOCUMENTS NEEDED

Log into the Candidate Hub to complete the digital forms and upload certified documents relating to your identity, citizenship, education and experience.

02

YOUR OPPORTUNITIES UNLIMITED (YOU) SESSION

A Careers Coach will contact you via phone, email or SMS to arrange a time for a conversation about your career options. They will discuss the service and roles you may be eligible for, based on your job opportunity assessment results.

DOCUMENTS NEEDED

Log into the Candidate Hub to complete the Medical History Questionnaire and upload any supporting medical documentation for existing medical conditions.

03

ASSESSMENT SESSION

After submitting all of the requested paperwork, you can progress to an Assessment Session.

This will consist of three* components:

- 1 Defence Interview (Job Interview)
- 2 Psychological Interview
- 3 Medical Assessment

*Some roles may have additional testing or selection board requirements. You will be advised by your Enlistment/ Appointment Coordinator if this is a requirement for the position you are applying for.

04

OFFICER SELECTION BOARD (OSB)

The Officer Selection Board determines leadership and management potential, the ability to influence and motivate others, and the capability to learn all that is required to become an Officer.

It will involve:

- 1 A written exercise
- 2 An oral presentation
- 3 A group exercise
- 4 An interview with a panel

DOCUMENTS NEEDED

You will need to complete and return the Security ePack. You may need to obtain and provide additional medical documentation.

05

FITNESS ASSESSMENT

If you're deemed 'PFA Fit' as an outcome of your Assessment Session, you will then be booked in for the Pre-entry Fitness Assessment (PFA).

You'll need to complete a number of specific exercises to a certain standard. The exercises vary across Navy, Army and Air Force and depend on the role you're applying for. The PFA may include push-ups, sit-ups and a cardio exercise such as a shuttle run (beep test), run, walk or swim.

You'll need to pass the PFA six weeks prior to your Appointment Ceremony.

DOCUMENTS NEEDED

You may need to obtain and provide additional medical documentation, including blood test results.

06

APPOINTMENT

If you've reached this part of the application process you'll soon receive your official ADF job offer along with your joining instructions. You'll attend your Appointment Ceremony to become an official member of the Australian Defence Force. This will consist of:

- 1 A final medical check
- 2 The completion of final administrative procedures
- 3 The Appointment Ceremony

At the conclusion of the ceremony you will head straight to Initial Military Training (IMT) to start your fulfilling new life with the Australian Defence Force.

DOCUMENTS NEEDED

You will need to complete and return additional documents prior to your Appointment Ceremony including Bank details, Tax File Number, Emergency contacts and dependants information (if required). ATAR results are required for ADFA candidates with minimum ATAR results achieved.

WHO MAY CONTACT YOU

<ul style="list-style-type: none"> ■ Recruiter 	<ul style="list-style-type: none"> ■ Recruiter ■ Careers Coach ■ Medical Team 	<ul style="list-style-type: none"> ■ Assessment Session Coordinator ■ Defence Interviewer ■ Psychology Team ■ Medical Team ■ Enlistment/ Appointment Coordinator 	<ul style="list-style-type: none"> ■ Enlistment/ Appointment Coordinator or an Officer Selection Board Coordinator ■ Medical Team 	<ul style="list-style-type: none"> ■ Assessment Session Coordinator ■ Enlistment/ Appointment Coordinator ■ Defence Interviewer ■ Medical Team 	<ul style="list-style-type: none"> ■ Enlistment/Appointment Coordinator
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