CANDIDATE TRAINING PROGRAM

The Next Step to a Civilian Career

ACTIVATE YOUR JOB SEARCH

2 MODULE

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Consider Your Needs

Before applying for jobs, it's essential to consider your needs to ensure that the position and company align with your goals, skills, and lifestyle. Here are some key factors to keep in mind:

INDUSTRIES & CAREER PATH

- What are your career goals?
- Which career paths utilize the skills you possess?
- Are there career paths that you haven't considered?

JOB PREFERENCES

- What type of role best suites your work style?
- Are you willing to travel for the right role? How much?
- What setting do you prefer? In-person/Remote/Hybrid?
- Are you willing to travel for roles such as field service, commissioning engineer, etc.?

WORK-LIFE BALANCE

- Which life commitments might impact your availability?
- Do you need set hours or flexibility in your schedule?
- Would you prefer shifts or on-call work?

SALARY & BENEFITS

- Determine which current benefits or expenses will change after the military.
- Account for taxes and medical premiums in your civilian pay.
- Estimate your required salary range after identifying realistic living costs.

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Create Your Professional Persona

Primary Mailing Address

If you don't have a reliable address due to a military-move or relocation, use a family member or close friend you can trust with clear forwarding instructions.

Professional Email Address

An email structured like "firstname.lastname@gmail.com" is professional and easy to remember. Avoid using nicknames or phrases in your email address.

Professional Voicemail

Your voicemail message should be professional in tone and content.

Social Media Presence

An inappropriate or unprofessional social media presence may result in a negative first impression for potential employers. Increase your privacy settings on all platforms.

Complete Your RecruitMilitary Profile

Your RecruitMilitary candidate profile is used to connect you with our employer partners. All RecruitMilitary services are accessed through your candidate profile.

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Your RecruitMilitary Profile

A complete and accurate candidate profile increases the likelihood of success.

We match you with companies based on:

CANDIDATE DATA

- Military Branch
- Rank
- Years of Service
- MOS
- Educational Background
- Security Clearance
- Language(s) Spoken
- Professional Certifications
- Separation Date (ETS/EAS)

CANDIDATE PREFERENCES

- Location
- Salary
- Career Interest
- Shift Work
- Geographic Flexibility
- Availability Date
- Travel Percentage

CANDIDATE RESUME

Not only does an updated and uploaded resume increase match-ability, it also expedites your readiness in next steps. Without a resume, you will not be able to move forward with an interview, making it the most important aspect of your profile.

Ensure your profile permissions allow us to contact you. You can log in and toggle this on/off at any time. If you opt out of alerts or contact, your profile will be disabled.

LOG INTO YOUR CANDIDATE PROFILE

Timeline

~90 days
You will begin receiving job matches within **90 days** of the availability date in your candidate profile.

48 hours
Respond to job matches **within 48 hours** to show interest and avoid missing the opportunity.

3 days
Once you respond with interest, you'll receive an update about the opportunity within 3 business days.

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