



Handy Hints for writing your TEP Profile

What was your role in the ADF?

Don't use acronyms here, write out your full trade/corps/category. This makes it easier for a civilian recruiter to search your position to see how it could fit in their organisation.

Service Career History

Paint a picture of your service history, don't just list positions held. Try to highlight career achievements or roles that gave you experiences that are unique to service and make you stand out. Again, no acronyms and if there is something you want to highlight that is specific to your service that doesn't have a civilian equivalent make sure you elaborate on how that makes you a better candidate.

Post Transition History/Career Aspirations

This section allows you to build on your service history with recent employment or study experiences. It is a chance to really sell who you want to be professionally moving forward. Without a clear career aspiration there is no way for a recruiter to see how you would align to their current vacancies, and it could also lead to your time being wasted with offers of positions that you are not remotely interested in. Again, it is a chance for you to paint a picture, so don't just put it all in a list.

Types of Work

Try not to be too broad with your choices here. It could be a waste of your time if you tick all the boxes thinking it will increase your chances only to be offered opportunities that don't align to your true aspirations.

Any other information you wish to provide

This is a great opportunity for you to stand out from the crowd, a chance to highlight your passion, and how that aligns to your professional goals.