



MINISTRY OF DEFENCE POLICE NEW RECRUIT APPLICATION PROCESS

STAGE ONE Application and Sift	STAGE TWO Assessment	STAGE THREE Medical and Vetting	STAGE FOUR Final Checks	STAGE FIVE Hire
<p>- Expression of interest sent via email</p> <p>- Recruiter contacts candidate to run through pre-screen questions, to determine eligibility</p> <p>- Those successful at pre-screen, sent application form by email</p> <p>- Candidate returns completed application and associated documents/photographs, by email</p> <p>- Application sifted, to confirm eligibility against the following:</p> <ol style="list-style-type: none"> 1. Age 2. Driving Licence and points 3. Residency 4. Convictions/cautions 5. Tattoos/piercings 6. Financial checks 7. Qualifications <p>- Phase 1 Police Vetting checks completed</p> <p>If unsuccessful, candidate notified accordingly.</p>	<p>- Candidate invited to attend one-day MDP Recruit Assessment Centre (RAC).</p> <p>- Full details provided in advance of attendance, but will likely include:</p> <ol style="list-style-type: none"> 1. Briefings/ID Checks 2. Fitness test (7.6 on bleep test) 3. Written Assessments 4. Interview <p>If unsuccessful, candidate notified accordingly.</p>	<p>- Candidate invited for medical examination and drug/alcohol test</p> <p>- Health and Optician forms sent to candidate for them to complete and bring to their appointment</p> <p>- Candidate sent email to initiate Security Clearance</p> <p>- Candidate sent Police Vetting form to commence Phase 2 Police Vetting</p> <p>All actions usually run concurrently. Candidate can be unsuccessful at any stage and will be notified accordingly.</p>	<p>- References requested</p> <p>- Phase 3 Police Vetting checks undertaken</p> <p>If unsuccessful, candidate notified accordingly.</p>	<p>Contract issued</p> <p>On-boarding/Hiring actions completed</p> <p>Course start date notified</p>
<p>From receipt of application to result approx. 4 – 8 weeks on average</p>	<p>Results from the RAC are sent approx. 10 working days after last day of assessment</p>	<p>Commences after the RAC results have been sent. Can take anywhere from 2- 5 months to complete this stage</p>	<p>Commences when all vetting and security clearances complete</p>	<p>Commences a minimum of 6 weeks prior to next available course start date where possible</p>
<p>Upon successful completion of Stage One, candidate invited to next available RAC, with no less than 3 weeks' notice to attend. Notice period dependent on date of passing stage one, date of the next RAC and availability.</p>		<p><i>Where candidate fails their fitness test on first attempt, but otherwise passes the RAC, given a second attempt to coincide with their medical.</i></p>	<p><i>Whilst a quiet, waiting stage, candidate should keep us updated with any contact details changes, changes to personal circumstances etc.</i></p>	<p><i>Although no station is guaranteed, we take in to account preferences. However, vacancy allocations are based on business needs.</i></p>

Process can take anywhere from 6 – 9 months and is dependent on available assessment slots, vetting/clearances being achieved, success at the medical and fitness test and the next available course start date. It is difficult to timeline each stage of the process precisely, as this can vary candidate-by-candidate.

The process and timelines are subject to amendment given current COVID-19 measures. We will contact candidates if they are affected at any stage. This currently applies to assessments, which are not being conducted face-to-face.