

## DEFENCE FORCES

### TERMS & CONDITIONS AND GENERAL INFORMATION REGARDING AIR CORPS APPRENTICE AIRCRAFT TECHNICIAN - BACHELOR OF ENGINEERING IN MILITARY AVIATION TECHNOLOGY - IN THE AIR CORPS: 2017

This document is divided into two parts: **Part 1** details the governing conditions and the qualifications required for the offer of a place as an Air Corps Apprentice Aircraft Technician in the Air Corps. **Part 2** contains general information on the training programme, as well as a general guide to the terms and conditions of service in the Permanent Defence Force.

#### **IMPORTANT**

A person applying to join the Air Corps as an Apprentice Aircraft Technician, should read these terms and conditions carefully prior to completing the application form. An application form should only be submitted if the applicant is satisfied that he/she fulfils all of the terms and conditions detailed.

Exceptions to the conditions governing the competition cannot be made in individual circumstances. Males and females may apply on an equal basis.

#### **PART 1**

### **CONDITIONS GOVERNING THE OFFER OF A PLACE TO BECOME AN AIR CORPS APPRENTICE AIRCRAFT TECHNICIAN IN THE AIR CORPS**

#### **1. GENERAL QUALIFICATIONS**

All applicants must:

- a. At the time of application provide documentary proof that they:
  - are a citizen of Ireland or,
  - are a refugee as defined under either the Refugee Act 1996 or the International Protection Act 2015 or,
  - are a National of an EEA State<sup>1</sup> or the Swiss Confederation, or,
  - are a National of any other State who is lawfully present in Ireland and have five (5) years lawful residence here<sup>2</sup>.

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<sup>1</sup> Member States of the EU, Iceland, Liechtenstein and Norway.

<sup>2</sup> Having a period of one (1) years continuous residence in the state immediately prior to the closing date of application for Enlistment as an Air Corps Apprentice Aircraft Technician in the year of competition and during the eight (8) years immediately preceding that period have had a total residence in the state amounting to four (4) years. Periods of illegal residence, residence as a student or residence of an asylum seeker do not count in the qualifying period.

- b. satisfy the Minister for Defence as to character,
- c. meet the required minimum standards of medical and physical fitness.

## **2. AGE REQUIREMENTS**

Candidates must be 18 years of age and less than 23 years of age on the closing date for receipt of applications, which for this competition is **10 August 2017**.

## **3. MINIMUM EDUCATIONAL QUALIFICATIONS**

Candidates must have attained the required minimum educational qualifications at the time of entry into the Air Corps.

On enlistment a candidate must have obtained specific minimum grades in the Irish Leaving Certificate/National Equivalent. The standard minimum entry requirements are passes in five subjects, at ordinary level, including Mathematics, English or Irish or National Equivalent qualification and one of the following subjects: Physics, Chemistry, Engineering or Construction Studies. Foundation Level and Leaving Cert Applied subjects are not reckonable.

A successful candidate must have attained the points' requirement for the Bachelor Engineering Tec (Ord) Aviation Technology Degree i.e. DT011, under the Central Application Office (CAO) process, which is the civil programme offered by the accrediting Academic Institute – Dublin Institute of Technology (DIT), Bolton Street.

## **4. MEDICAL AND PHYSICAL STANDARDS**

Candidates must be in good mental and bodily health and free from any physical defect, abnormality, physiological condition or past history of serious illness likely to interfere with the efficient performance of his/her Military duties.

### **a. Height:**

The minimum height requirement is 157.48 cm. Physical standards and weight must be in keeping with height and age.

### **b. Vision:**

Vision must be not less than 6/36 in each eye, corrected to not less than 6/6 in one eye and 6/9 in the other. Normal night and colour vision are required. Both eyes must be free from disfiguring or incapacitating abnormality and free from acute or chronic disease. Applicants who have had previous incisional or laser treatment to correct visual acuity are excluded from eligibility.

c. **Dental:**

Candidates must be free from any serious periodontal disease and possess teeth to a specific standard, which is not less than the equivalent of eleven over eleven natural teeth functionally opposed. In certain circumstances artificial teeth may be acceptable.

d. **Hearing:**

A good standard of unaided hearing is essential. Candidates will be required to undergo audiometric examination at which:

(1) The sum of the hearing threshold at 1,2,3, 4 and 6 kHz should not exceed the age and gender related warning levels contained in the "Guidelines on Hearing Checks and Audiometry Regulations 2007", issued by the Health and Safety Authority.

(2) Candidates under 25 years of age must be able to hear all measured pure tones up to and including 8 kHz at 20dB in each ear. Candidates must also be free from acute or chronic ear disorders.

**Candidates are advised to avoid all sources of loud noise and music for a period of 48 hours prior to this examination as exposure to such noise may adversely affect the results of the examination.**

## **5. SERVING APPRENTICES**

An Apprentice (i.e. a person already serving an Apprenticeship) is not eligible for enlistment in the Permanent Defence Force unless he/she has obtained a satisfactory discharge from his/her Apprenticeship.

## **6. APPLICATION FORM**

**Candidates must apply online to [www.military.ie](http://www.military.ie)**

Applications for an Air Corps Apprentice Aircraft Technician must be made on the official electronic application form available at [www.military.ie](http://www.military.ie)

All correspondence with candidates will be done by email for the duration of the competition. Candidates should ensure the email address given is accurate and correct.

Each application is acknowledged automatically within 24 hours. If an acknowledgement is not received within 48 hours of applying, candidates should immediately contact the Defence Forces Recruitment Section at: 045 492553/492555 or Lo-call 1890 426555 or at [recruitment@defenceforces.ie](mailto:recruitment@defenceforces.ie)

Likewise, if an applicant's email address should change, the onus is on the applicant to make contact with the Defence Forces Recruitment Section immediately advising them of the change of email address.

Candidates who are required to attend for psychometric testing as outlined under Selection Procedure below must bring valid identification, Passport/National ID card or Driving Licence as proof of identity. Candidates who are called to attend for Interview will be required to bring their long form Birth Certificate.

## **7. SELECTION PROCEDURE**

- a. All eligible candidates (to include serving members of the Permanent Defence Force) will initially be called to undergo a Physical Fitness assessment which is designed to test their potential to endure the rigours of military training (see Annex B). Candidates will also be required to undergo Psychometric Tests. Only candidates who are successful in the Physical Fitness assessment and have reached the required score in Psychometric Tests will be eligible to be called for interview.
- b. Interview locations include Casement Aerodrome, Air Corps HQ, Baldonnel, Dublin 22 and various other Military Posts.
- c. Members of the Permanent Defence Force who apply for this Competition and who meet all the eligibility criteria will be afforded the opportunity to compete in the Selection Process.
- d. Candidates may bring to their interview, original drawings, photographs, or other original documentation relating to examinations or other projects which they have completed and are relevant to their application.
- e. Candidates who are successful at the interview stage will be required to undergo a detailed medical examination, including audiometric test. The medical examination will include the provision of urine and blood samples. As part of the medical examination a candidate will also be required to give full and accurate information on his/her family medical history as requested by the examining Doctor. This detailed medical examination is part of the selection process and does not imply that a candidate has qualified for a place on the degree course.

## **8. EXPENSES**

A Candidate, other than a member of the Defence Forces, is liable for all expenses incurred in connection with his/her attendance for interview, medical examinations or on first reporting for enlistment.

## **9. EMPLOYEE VETTING BY AN GARDA SÍOCHÁNA.**

Candidates who are invited to attend before an Interview Board will be required to complete and sign a Garda Vetting Application Form. This will, pursuant to Section 8 of the Data Protection Act, 1988, authorise An Garda Síochána to furnish to the Military Authorities, a statement that there are no convictions recorded against the candidate, or if applicable, a statement of convictions.

## **10. OFFER OF PLACEMENT**

Following interview, medical and physical examinations and security clearance being obtained, successful candidates high enough on the order of merit will be offered a placement in the Bachelor of Engineering Technology in Military Aviation Technology programme, by the Minister for Defence, whose decision is final. The enlistment of successful candidates to the rank of Apprentice will be subject to the following:

- a. The candidate passing a pre-enlistment medical examination on reporting for enlistment. This examination is in addition to the detailed medical examination at Paragraph 7g above.
- b. A candidate who is offered a placement must report for enlistment at the required time and place. Failure to report for duty will result in the offer of a place to become an Air Corps Apprentice Aircraft Technician in the Air Corps being forfeited.

## **11. CONDITIONS OF ENLISTMENT**

- a. Successful candidates will be required to enlist for service in the Air Corps for a total period of twelve years (comprising nine years in the Permanent Defence Force and three years in the Reserve Defence Force) should he/she fulfil such criteria as may be laid down by the Deputy Chief of Staff (Support) in regards to such matters as conduct rating, physical fitness and medical category.

- b. Successful candidates appointed from this competition, who are already serving in the Permanent Defence Force, will be discharged and immediately re-enlisted in the rank of Apprentice.
- c. He/She may then be re-engaged for such a period as will make up a continuous period of 21 years of service should he/she fulfil such criteria as laid down by the Deputy Chief of Staff (Support) in regards to such matters as conduct rating, physical fitness and medical category. For those enlisting since 1 January 1994, the maximum service in the PDF applicable to the rank of Private and Corporal is 21 years.
- d. However, a currently serving member who enlisted in the Permanent Defence Force on or after 1<sup>st</sup> Jan 1994 may, subject to Defence Force Regulations and to meeting certain criteria and conditions, be permitted to continue in service up to the age of 50 years in the rank of Sergeant and to the age of 56 years in all higher enlisted ranks.
- e. Successful candidates will be registered with and have their training accredited by the Dublin Institute of Technology.
- f. On commencement of their training programme candidates will be required to subscribe to an undertaking that, in the event of leaving the Permanent Defence Force voluntarily at any time within 9 years of the commencement of their training programme, they will refund the cost of such training to the Minister for Defence including the cost of pay and allowances paid to them during the period of their training programme.
- g. On successful completion of training, Apprentices will normally be posted to aircraft maintenance duties in the Air Corps.
- h. Personnel of the Permanent Defence Force may at any time be required to serve outside the State.

## **PART 2**

### **GUIDE TO THE AIR CORPS APPRENTICE AIRCRAFT TECHNICIAN -BACHELOR OF ENGINEERING IN MILITARY AVIATION TECHNOLOGY IN THE AIR CORPS**

#### **THE AIR CORPS**

The Air Corps currently operates twenty six aircraft in multi-role national aviation tasks. The types of aircraft include Learjet Government Jet, two CASA Maritime Patrol aircraft, Pilatus PC-9m as well as a variety of training aircraft. The Air Corps also operates Eurocopter 135 and Agusta Westland 139 helicopters.

The primary role of the Air Corps is to provide support to the Army, Naval Service and An Garda Síochána in countering threats to State security on land, sea and air. In addition, the day to day peace time role of the Air Corps includes activities such as Ministerial Air Transport, maritime surveillance, fishery protection and air ambulance.

The Air Corps trains its own pilot officers, aircraft technicians, air traffic controllers, air photographers and general service personnel. Air Corps personnel may serve overseas with United Nations Peacekeeping Forces.

#### **THE AIR CORPS APPRENTICE AIRCRAFT TECHNICIAN PROGRAMME**

The purpose of the Air Corps Apprentice Aircraft Technician programme is to provide military aircraft technicians for the Air Corps. The programme offers successful candidates the opportunity of becoming an efficient and disciplined member of the Air Corps as well as the opportunity to pursue the career for which he/she is selected.

The system of training is of the highest standard and should ensure the attainment of the highest qualifications. The training programme in the Air Corps Technical Training School has been developed to provide ab initio technical training. The programme offers successful candidates the opportunity of becoming an efficient and disciplined member of the Air Corps.

The programme is aimed at meeting the current and future employment needs of the Air Corps by providing graduates with a Level 7 Degree. The programme offers an interdisciplinary approach in which the students obtain a mix of technological and operational skills specifically related to Irish Military aviation requirements.

The programme will be delivered in the Technical Training School of the Air Corps College or in any other place as designated by the School Commandant or his delegate.

The programme complies with the Dublin Institute of Technologies Education Awards under the National Framework of Qualifications. Graduates of this Programme will be eligible for the following award – Bachelor of Engineering Technology in Military Aviation Technology (B.Eng. Tech.) on completion of the requisite modules. As and from 2017 all Air Corps Apprentice Aircraft Technicians will sit the European Aviation Safety Agency (EASA) Part 66 modules to obtain theoretical knowledge for EASA b1.1 (FW Turbine), B1.3 (RW Turbine), and B2 (Avionics) licence requirements. The EASA qualification of aircraft mechanic is internationally recognised insofar as aircraft maintenance licensing is concerned.

## 12. PARTICULARS OF TRAINING

The programme has six semesters and is covered in a three year period. A trainee must achieve the required standard in each module i.e.

<b>Module Code</b>	<b>Module Title</b>
1	Health & Safety
2	Information Technology – ECDL/CAD
3	Mathematics for Technology
4	Engineering Mechanics
5	Thermofluids
6	Physics for Technology
7	Electricity & Electronics 1
8	Materials, Hardware & Maintenance Practices 1
9	Aerodynamics
10	Aircraft Aerodynamics Structures & Systems 1
11	Rotor Wing Aerodynamics Structures & Systems 1
12	Avionic Systems 1
13	Powerplant 1
14	Aviation Legislation – Civil



15	Electricity & Electronics 2
16	Aircraft Aerodynamics Structures & Systems 2
17	Rotor Wing Aerodynamics Structures & Systems 2
18	Avionic Systems 2
19	Powerplant 2
20	Materials, Hardware & Maintenance Practices 2
21	Human Factors
22	Maintenance Procedures
23	Aviation Legislation – Military
24	AMMS
25	Military Aircraft Systems
26	Ramp Operations
27	Work placement
28	Dissertation
29	Electricity & Electronics 3
30	Aircraft Aerodynamics Structures & Systems 3
31	Rotor Wing Aerodynamics Structures & Systems 3
32	Avionic Systems 3
33	Rotor Wing Aerodynamics Structures & Systems 4
34	Propellers

There are three inter-related strands of study.

- The technology strand focuses on the technical aspects of aircraft. Successful problem resolution and decision making frequently requires an understanding of the technology involved.
- The operational strand focuses on the operational and legal aspects of running an aviation operation, and on the knowledge and skills required to resource same.

- The technology and operational strands are supported by a third strand involving modules in communications, information technology, mathematics, science and work placement.

### Modules for the IAC Programme

Operational Strand	Technology Strand	Support Strand
Maintenance Procedures	Engineering Mechanics	Physics for Technology
Aviation Legislation – Civil	Thermofluids	Health and Safety
Ramp Operations	Aerodynamics	Human Factors
Military Aircraft Systems	Electricity & Electronics 1	Work placement
AMMS	Electricity & Electronics 2	Dissertation
Aviation Legislation – Military	Electricity & Electronics 3	Mathematics For Technology
	Materials, Hardware & Maintenance Practices 1	Information Technology – ECDL/CAD
	Materials, Hardware & Maintenance Practices 2	
	Rotor Wing Aerodynamics Structures & Systems 1	
	Rotor Wing Aerodynamics Structures & Systems 2	
	Rotor Wing Aerodynamics Structures & Systems 3	
	Rotor Wing Aerodynamics Structures & Systems 4	
	Aircraft Aerodynamics Structures & Systems 1	
	Aircraft Aerodynamics Structures &	

	Systems 2	
	Aircraft Aerodynamics Structures & Systems 3	
	Propellers	
	Avionic Systems 1	
	Avionic Systems 2	
	Avionic Systems 3	
	Powerplant 1	
	Powerplant 2	

On the successful completion of the Air Corp Apprentice Aircraft Technician programme, the newly qualified Aircraft Technician will become an integral part of the Air Corps maintenance team providing maintenance backup to the Air Corps Aircraft Fleet. Aircraft Technicians are normally based with an Air Corps unit within the State as well as being liable for duties overseas with the Permanent Defence Force.

### **MILITARY TRAINING**

The Military syllabus is designed to develop the character, morale and discipline of the Apprentice and to instil into him/her a keenness for soldiering. This is achieved through interaction between various military skills and disciplines and the military way of life.

The syllabus includes rifle marksmanship, junior leadership, map reading, tactical training, foot drill and other basic military skills. Much attention is also given to the physical development of the Apprentice, through both physical and adventure training.

A candidate on entering the Permanent Defence Force will undergo at least twenty nine (29) weeks of military training prior to the commencement of his/her Apprentice Aircraft Technician programme. All training is organised and conducted in a strict, uniform and disciplined manner.

### **PHYSICAL TRAINING**

All Apprentices are encouraged to participate in sport. The principal team sports are rugby, hurling, gaelic football, soccer, volleyball and basketball. Athletics, orienteering, and various other sports and recreation may also be pursued.

## **TECHNICAL TRAINING**

Technical training is provided by fully qualified lecturers. In addition, Apprentices may, at any time, be assigned to further technical training courses in military or civilian establishments in Ireland or abroad.

In connection with such additional training, an Apprentice will be required to subscribe to an undertaking or undertakings that in the event of his/her leaving the Air Corps within a specified time of completing such training he/she will be required to refund the cost of the training to the Minister for Defence.

**Note:** The GOC, Air Corps reserves the right to detail those at the rank of Apprentice for such duties which may arise from time to time, subject to service exigencies and requirements.

### **13. PERIOD OF AIR CORPS APPRENTICE AIRCRAFT TECHNICIAN PROGRAMME**

The period of training is approximately four years. This period of service is regarded as a probationary period. If an Apprentice is reported by his/her Commanding Officer as being unlikely to become efficient or as being otherwise unsatisfactory or fails to complete the training programme successfully, he/she may be discharged from the Permanent Defence Force.

### **14. PAY, ALLOWANCES and PRSI**

Enlisted personnel pay PRSI contributions under Class H which insures them for the range of benefits under the Social Insurance code, including the State Pension (Contributory).

### **PAY OF AIR CORPS APPRENTICE AIRCRAFT TECHNICIAN**

The following are the current pay rates for an Air Corps Apprentice Aircraft Technician:

<b>Non-Commissioned Personnel: Personal Pension Contribution (PPC)</b>		
<b>Payscales</b>		
<b>Rank</b>	<b>Point</b>	<b>Rate of Pay wef 1 April 2017</b>
<b>Air Corps Apprentice Aircraft Technician On enlistment:</b>	1	€283.35

After 1 years service	2	€337.10
After 2 years service	3	€441.08
After 3 years service	4	€514.56
		<b>Rate of Pay wef 1 April 2017 (excluding MSA)</b>
*Private/Airman, 3 Star, 1 <sup>st</sup> Class		
1 <sup>st</sup> year of service	1	€473.88
2 <sup>nd</sup> year of service	2	€473.88
3 <sup>rd</sup> year of service	3	€473.88
4 <sup>th</sup> year of service	4	€497.36
5 <sup>th</sup> year of service	5	€519.00
6 <sup>th</sup> year of service	6	€536.85
7 <sup>th</sup> year of service	7	€550.50
8 <sup>th</sup> year of service	8	€564.10
9 <sup>th</sup> year of service	9	€602.09

\*On successful completion of the Air Corps Apprentice Aircraft Technician programme and Military training, the Apprentice Aircraft Technician will move onto the Private/Airman 3 Star pay scale. As the 4<sup>th</sup> point of the Apprentice pay scale is higher than the first 4 points of the Private/Airman 3 Star scale an Air Corps Apprentice Aircraft Technician will move across to the relevant point on the Private/Airman 3 Star scale and 'mark time' until they reach the 5<sup>th</sup> point of the new scale.

**Note:**

Candidates should note that different pay and conditions may apply if, immediately prior to enlistment, the appointee is a serving member of the Permanent Defence Force.

While Enlisted Personnel on appointment as an Air Corps Apprentice Aircraft Technician will be placed on the 1<sup>st</sup> point of the Apprentice Aircraft Technician pay-scale, "mark-time" arrangements will apply should their gross income (regimental pay plus allowances) be greater than the 4<sup>th</sup> point of the scale.

**MILITARY SERVICE ALLOWANCE (MSA):**

Military Service Allowance is not payable to Apprentice Aircraft Technician's. Eligibility for the payment of Military Service Allowance is on successful completion of the Air Corps Apprentice Aircraft Technician programme and will commence upon promotion to the rank of 3 Star Private/Airman in accordance with Defence Force Regulation A10.

**Note:**

It should be noted that the rate of remuneration and the payment of the allowance outlined above, are subject to review and adjustment on an on-going basis in accordance with changes applicable across the Public Service generally as per Government policy.

All details of pay and allowances are available on the Defence Forces website at [www.military.ie](http://www.military.ie)

**Method of Payment**

Currently an Air Corps Apprentice Aircraft Technician is paid on a weekly basis by means of electronic funds transfer to a designated financial institution.

**15. OCCUPATIONAL PENSION ARRANGEMENTS**

Members of the Permanent Defence Force (PDF) may qualify for occupational pension and retirement gratuity (collectively called superannuation benefits) subject to meeting certain terms and conditions. A person's date of first joining the PDF and whether they have any previous Public Service employment will generally decide their specific occupational pension terms. Successful candidates appointed from this competition will be required to pay appropriate employee pension contributions from weekly pay, as well as the pension levy'. Different pension arrangements apply to members of the PDF who:

- (a) Join on or after 1 January 2013 or**
- (b) Joined on or after 1 April 2004 but before 1 January 2013**

**Further details are set out in Annex A**

See also **Part 1, Paragraph 11** regarding conditions and terms of enlistment.

**16. TERMS OF APPOINTMENT**

Candidates should note that all Permanent Defence Force personnel may be engaged in any appointment within the Permanent Defence Force. While Air Corps Apprentice Aircraft Technicians are trained to take up technical appointments, it cannot be guaranteed that qualified personnel will be assigned to such technical appointments within establishments.

Technicians are eligible for promotion through the Non-commissioned and Commissioned ranks. Promotion is subject to personnel undergoing such courses as may be laid down from time to time, and meeting the prescribed criteria for higher rank.

## **17. CLOTHING AND ACCOMMODATION**

Items of Uniform are provided to successful candidates.

It should be noted that the current provisions regarding the issue of a uniform may be subject to change in accordance with Government policy.

A weekly deduction is made from pay in respect of meals and accommodation if and when availed of. Males and females have separate accommodation. For the duration of their training, Air Corps Apprentice Aircraft Technicians may absent themselves only when granted leave in accordance with Defence Force Regulations (see next paragraph on leave).

## **18. LEAVE AND HOLIDAYS**

Subject to the exigencies of the service, annual leave not exceeding twenty eight days may be granted in any one leave year.

It should be noted that this annual leave provision is currently calculated on a 7 day basis. This is currently being reviewed as part of a wider review and standardisation of the number of days of annual leave and holidays in the Public Service generally and in that regard may be subject to adjustment on an ongoing basis in accordance with changes applicable across the Public Service as per Government policy.

## **19. SICK LEAVE**

Sick Leave may be granted in accordance with the provisions of Defence Force Regulation A.12 (Medical Treatment) and Defence Forces Regulation S.3 (Pay and Allowances).

It should be noted that the sick leave provision is currently being reviewed as part of a wider review and standardisation of sick leave in the Public Service generally and in that regard may be subject to adjustment on an ongoing basis in accordance with changes applicable across the Public Service as per Government policy.

## **20. HEALTH AND WELFARE**

Medical attendance, hospital and dental treatment are provided free subject to the limitations as required by law.

## **21. COURSES**

In order to ensure that he/she will be competent to carry out the duties of higher rank to which he/she may be promoted, personnel will be required to undergo such courses as may be laid down from time to time

Personnel may be required to undergo subsequent specialist courses of training, following the successful completion of the Air Corps Apprentice Aircraft Technician programme. Before proceeding on such a course at Defence Forces expense personnel appointed under these conditions will be required to subscribe to an undertaking. In the event of his/her leaving the Permanent Defence Force voluntarily at any time after they have commenced the course, or within a specified period from the date of termination of the course, he/she will refund the cost of such training to the Minister for Defence, including the cost of pay and allowances paid to them during the period of attendance at the course.

Payment of the amount involved, including the cost of any pay and allowances paid to them during the attendance at the course, must be made in full and up-front, i.e. before the actual date of their discharge. However, in every case, the granting of permission to Enlisted Personnel to be discharged from the Permanent Defence Force is a matter for the appropriate authority in accordance with the relevant provisions of the Defence Acts.



**NOTE**

THE ACCEPTANCE BY THE CHIEF OF STAFF, DEFENCE FORCES, OF AN APPLICATION FORM FROM A PERSON DESIRING TO BE A CANDIDATE FOR ENLISTMENT SHOULD NOT BE REGARDED AS AN ADMISSION BY THE CHIEF OF STAFF THAT SUCH A PERSON SATISFIES ALL OR ANY OF THESE CONDITIONS OR THAT HE/SHE IS NOT DISQUALIFIED BY LAW FROM ENLISTMENT.

EVERYTHING CONTAINED IN THESE CONDITIONS, NOTES AND ANNEXES IS SUBJECT TO THE OVER-RIDING AUTHORITY OF THE GOVERNING STATUTES, REGULATIONS AND SCHEMES, INCLUDING THE DEFENCE ACT, 1954 (AS AMENDED AND EXTENDED) AND STATUTORY PROVISIONS MADE, OR TO BE MADE, THEREUNDER, AND ANY OTHER RELEVANT PROVISIONS, AGREEMENTS, LEGISLATION, PUBLIC SERVICE POLICY, CIRCULARS AND/OR INSTRUMENTS AND ANY ERRORS WHICH MAY APPEAR HEREIN ARE SUBJECT TO CORRECTION AT ANY TIME.

IN ADDITION, ALL TERMS AND CONDITIONS OUTLINED IN THIS DOCUMENT ARE SUBJECT TO CHANGE UNDER THE DEFENCE FORCES CONCILIATION AND ARBITRATION SCHEME, THE CROKE PARK AND HADDINGTON ROAD AGREEMENTS AND ANY OTHER AGREEMENT AS MAY BE CONCLUDED FROM TIME TO TIME.

APPOINTMENTS ARE OPEN TO MALES AND FEMALES ON AN EQUAL BASIS.

**CANVASSING WILL DISQUALIFY**

**NOTE FOR FUTURE CANDIDATES**

These conditions apply for the 2017 Air Corps Apprentice Aircraft Technician Competition only and are due for review in advance of any future competition.

### **OCCUPATIONAL PENSION BENEFITS**

As enlisted personnel in the Permanent Defence Force (PDF), your retirement (superannuation scheme) benefits depend firstly on the date you join the Defence Forces and whether you have any previous public service employment – see further details below. The main benefits under the PDF pension schemes are:

- an occupational pension,
- a retirement gratuity (lump sum) or death in service gratuity, and
- spouses'/civil partner's and children's contributory pensions.

**As mentioned in paragraph 11 of this document, for those who enlist in the Permanent Defence Force from 1 January 1994 onwards, certain maximum service etc. limits apply depending on rank and other criteria.**

- (a) **The new Single Public Service Pensions Scheme applies to all military personnel joining the PDF as first-time new entrants to the public service on or after 1 January 2013**

This is provided for under the *Public Service (Single Scheme and Other Provisions) Act 2012*. This new *defined benefit* scheme also applies, as appropriate, to former public servants returning to the public service from 1 January 2013 onwards, after a break of more than 26 weeks, or other than under the same contract of employment. Retirement benefits under this Single Scheme are based on 'career average earnings' rather than on 'final salary'. A minimum pension age of 50 applies. That is, pension and gratuity (lump sum) will not normally be payable immediately on discharge / retirement unless the person serves to age 50. Where leaving the PDF before age 50, benefits will be preserved and generally payable in line with, and linked to, future social welfare State Pension age (currently 66 rising to age 68). Retirement benefits under the Single Scheme are contributory. A 7.5% employee pension contribution applies to PDF for their personal and survivors' benefits (see Note 1 below); and pension will be subject to *integration* with the Social Insurance system.

**Note 1** – The 7.5% Single Scheme contribution from weekly pay is comprised of 4.2% of *net pensionable remuneration* (which means pensionable remuneration less twice the maximum rate of State Pension Contributory payable from time to time to a person who has no adult or child dependants) plus 3.3% of pensionable remuneration.

**(b) For those who are not eligible for membership of the Single Scheme above, the following arrangements will apply:**

Under the *Public Service Superannuation (Miscellaneous Provisions) Act 2004*, different occupational pension arrangements apply to all military personnel who joined the PDF as new entrants **on or after 1 April 2004 and before 31 December 2012**.

This includes successful candidates appointed from this competition who, having enlisted during that period, are already serving in the PDF and are discharged and immediately re-enlisted as Air Corps Apprentice Aircraft Technicians.

Their 'pre-January 2013' *defined benefit* pension scheme provides for a 'minimum pension age' of 50. This means that pension and gratuity (lump sum) is not normally payable immediately on discharge / retirement unless the person serves to age 50. Maximum retirement benefits build up over 30 years. Where leaving the PDF before age 50, benefits are not payable immediately but are 'preserved' and payable from age 60. As in other pre-existing public service pension schemes generally, benefits are based on total pensionable service (subject to a maximum of 30 years) and pensionable pay at discharge / retirement date. A 1.5% pension contribution is payable and pension is subject to *integration* with the Social Insurance system (see Note 2 below).

**Note 2** – The contribution from weekly pay for pre-Single Scheme joiners is 1.5% of *net pensionable remuneration* (which means pensionable remuneration less twice the maximum rate of State Pension Contributory payable from time to time to a person who has no adult or child dependants).

New entrants to the public service, including enlisted personnel in the PDF, are insurable for full PRSI. On that basis, their occupational (and/or spouse's) pension is subject to *integration* with the State Social Insurance system in accordance with standard public service arrangements. This means that their entitlement to the range of Social Insurance benefits (including the State Pension Contributory) is taken into account when calculating the amount of occupational pension payable. This results in a lower rate of occupational pension than would otherwise be the case. Integration applies to pension and contributions, but not to gratuity.

As outlined above, all successful candidates from this competition will be required to pay appropriate **employee pension contributions** from weekly pay towards their superannuation benefits.

Subject to certain exemption thresholds (see Note 3 below), all public servants who are in pensionable employment – including members of the PDF – are also liable to pay a **Pension-Related Deduction** (PRD) regardless of the date they join the public service. Commonly known as the ‘pension levy’, this was introduced by Government as part of a package of emergency financial measures. The PRD is separate from the standard employee pension contributions mentioned above and no additional superannuation benefits are earned as a result of the deduction.

**Note 3** – From 1 January 2017, the PRD exemption threshold will increase from €26,083 to €28,750 as follows:

<i>Amount of remuneration</i>	<i>Rate of PRD deduction</i>
Up to €28,750	Exempt
More than €28,750 but not over €60,000	10 per cent
Any amount over €60,000	10.5 per cent

**Pension abatement, pension-accrual and declarations etc:**

Candidates will be required to declare any pre-existing entitlements to a Public Service pension benefit (whether in payment or preserved) from any other Public Service employment or any such employment in which they received a payment-in-lieu of pension in respect of such service.

Candidates should be aware that if he/she was previously employed in the public service and is in receipt of a pension from the public service, the 2012 Single Scheme Act provides for the abatement (i.e. reduction / suspension) of any Public Service pension on re-employment within the public service, even where the new employment is in a different area of the public service.

In addition, if the candidate was previously employed in the public service, the 2012 Act also limits the amount of qualifying service which can be accrued in existing (pre-2013) pension schemes to a maximum of 40 years service across all Public Service employments. This may have implications for any new recruit / appointee who has already acquired pension rights in a previous Public Service employment.

## PHYSICAL FITNESS TEST

The physical fitness assessment is designed to test the candidate's current level of physical fitness and his/her capacity to undergo the rigours of military training. It is composed of two aspects;

- a. Aerobic endurance  
Local muscular endurance
- b. Components of physical fitness, consisting of body fat assessment, hand grip strength and flexibility.

### FORMAT OF TEST

#### Aerobic endurance

(This is a pass or fail test) Candidates will be required to run one and a half miles within the time limit below:

Males	Females
11 min 40 sec	13 min 10 sec

#### Local Muscular Endurance

(These are pass or fail tests) This will be assessed using push-ups and sit-ups.

	Males	Females
Push-ups: (Minimum requirement)	20	20 (modified)
Sit-ups: (Minimum requirement)	20	20

If a candidate fails to meet any of the above minimum requirements, he/she will not be permitted to proceed to the next stage of the competition.

Candidates will also undergo an assessment which includes three components of physical fitness as follows:

#### Body Composition Assessment

(This is a pass or fail test) This assesses the candidate's percentage of body fat. The candidate will be subjected to a body/mass index test.

All tests are conducted in sports gear. Candidates are advised to bring the following should they be requested to attend: tracksuit, shorts, singlet/t-shirt, training shoes, towel, and wash gear etc.

**Candidates who wish to prepare for the above tests should do so under the guidance of a qualified instructor.**

Suggested 4 Week Training Programme for Applicants.

Week	Session 1	Session 2	Session 3
1	15 min Warm up. Steady Run for 20 min. Record your distance. 15 min Cool down. Push Ups 5 sets x 5 reps. Sit Ups 5 sets x 5 reps. Stretch.	15 min Warm up. Tempo Training. 4 x 5 min runs with 2 min recovery. Record your distance. 15 min Cool down Stretch.	15 min Warm up. Steady Run for 20 min. Record your distance. 15 min Cool down. Push Ups 4 sets x 7 reps. Sit Ups 4 sets x 7 reps.  Stretch.
2	15 min Warm up. Tempo Training. 3 x 6 min runs with 2 min recovery. Record your distance. 15 min Cool down. Push Ups 4 sets x 7 reps. Sit Ups 4 sets x 7 reps. Stretch.	15 min Warm up. Steady Run for 25 min. Record your distance. 15 min Cool down. Push Ups 4 sets x 7 reps. Sit Ups 4 sets x 7 reps.  Stretch.	15 min warm up Tempo Training. 2 x 10 min runs with 2 min recovery. 15 min Cool down. Push Ups 3 sets x 10 reps. Sit Ups 3 sets x 10 reps.  Stretch.
3	15 min Warm up. Steady Run for 30 min. Record your distance. 15 min Cool down. Push Ups 3 sets x 12 reps. Sit Ups 3 sets x 12 reps.  Stretch.	15 min warm up Tempo Training. 2 x 1 mile/1600 m runs with 2 min recovery. Record your time. 15 min Cool down. Push Ups 3 sets x 15 reps. Sit Ups 3 sets x 15 reps.  Stretch.	15 min Warm up. Steady Run for 2 miles. Record your time. 15 min Cool down. Push Ups 2 sets x 17 reps. Sit Ups 2 sets x 17 reps.  Stretch.
4	15 min warm up Tempo Training. 2 x 1 mile/1600 m runs with 2 min recovery. Record your time. 15 min Cool down. Push Ups 2 sets x 20 reps. Sit Ups 2 sets x 20 reps.  Stretch.	Pre-Test Rehearsal.  Push Ups-20 Repetitions/1 min. Sit Ups-20 Repetitions/1 min. 1.5 mile run-Timed. Males-11 min 40 sec. Females-13 min 10 sec.	Recovery session. Allow sufficient recovery time between this session and your test date.
5.	20 push-ups ( 1 min) 20 sit-ups (1 min) 1.5 mile run (Males - 11 min 40 sec, Females - 13 min 10 sec)		

## Points to Note

This Programme is a suggested training programme. You are under no obligation to undertake it. You do so at your own risk.

**If you are in any doubt about your fitness levels to undertake this programme, consult with your Doctor/GP first.**

- This programme presupposes a certain level of fitness.
- **Step 1** - Invest in proper training equipment particularly a good pair of runners.
- **Step 2** - Talk to a Defence Forces PTI (Physical Training Instructor) or a fitness expert. Get them to help you to tailor this generic programme to suit your ability/lifestyle. Get them to help you with your technique with Push ups and Sit Ups. Videos of correct push ups and sit up technique are available online at [www.military.ie](http://www.military.ie)
- **Step 3** - Mark out a safe route of 1.5 miles/2.4km.
- **Step 4** - Get a stopwatch to time your runs.
- **Step 5** - Set your goals.
  - **Run** - 11 min 40 sec Males/13 min 10 sec Females.
  - **Push Ups** - 20 Repetitions in 1 min.
  - **Sit Ups** - 20 Repetitions in 1 min.
- **Warm Up**
  - Warm up properly before every session.
  - Exercises: Jogging, fast feet, high heels, high knees and high knee skip.
  - Try to keep warm up specific to the activity you are doing.
- **Heart Rate Intensity:** To achieve the required intensity of exercise use the simple formula.
  - Example.
    - $220 - \text{your age} = 220 - 20 = 200.$
    - $75\% \text{ of } 200 = 150 \text{ Beats per minute.}$
    - This is your target Heart Rate to improve your Cardio-Vascular Endurance)\*(Required Intensity).
    - Check your HR pre and post exercise.
- **Cool Down:**
  - Just a general reduction in pace to decrease blood flow to the activated muscles.
- **Stretching:**
  - Stretching is very important pre and post exercise.
  - Stretch all major muscle groups and show particular attention to the muscles that are involved in the activity.
- **On the Day:**
  - Arrive on time at the test centre.
  - Eat 2/3 hours prior to the Test.
  - Bring a snack to the Test Centre to stay refuelled.
  - STAY HYDRATED. Sip water all day.

**APPLICANTS CHECKLIST:**

Before submitting an application for an Air Corps Apprentice Aircraft Technician and placement on the training programme, applicants should ensure that they; satisfy the eligibility criteria and have read and accept the governing conditions of this Competition.