

RECRUITER INTERVIEW WORKSHEET

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NAME OF APPLICANT	GRADE	SSN	DATE
TOS MUST BE > 24 MONTHS	TIG	TAFMS < 16 YEARS	
CURRENT UNIT AND BASE	DUTY PHONE		HOME PHONE

SECTION I - APPLICANT AND SPOUSE

1. BRIEF THE APPLICANT AND SPOUSE THAT THEY WILL BE LIVING IN A CIVILIAN COMMUNITY. ENSURE THEY UNDERSTAND THE PROBABILITY OF NOT HAVING THE SOCIAL, MEDICAL, BASE EXCHANGE, COMMISSARY, CHILD CARE, HOUSING SECURITY PROVIDED BY THE AIR FORCE.

** I/WE UNDERSTAND: APPLICANT'S INITIALS _____ SPOUSE'S INITIALS _____

2. ASK IF THE APPLICANT OR SPOUSE BELIEVE THERE WILL BE ANY ADVERSE EFFECTS TO THE FAMILY WHILE LIVING ON THE CIVILIAN ECONOMY? (Examples: Financial, medical care, day care, etc.)

** WE DO NOT ANTICIPATE ANY ADVERSE EFFECTS: APPLICANT'S INITIALS _____ SPOUSE'S INITIALS _____

3. WOULD USING CHAMPUS/TRICARE CAUSE FINANCIAL AND/OR MEDICAL HARDSHIPS?

** NEITHER I OR MY FAMILY MEMBERS HAVE ANY MEDICAL PROBLEMS THAT WOULD PREVENT ME FROM BECOMING A SUCCESSFUL RECRUITER.

APPLICANT'S INITIALS _____ SPOUSE'S INITIALS _____

4. SUMMARIZE ANY MEDICAL CONCERNS/PROBLEMS THAT MAY REQUIRE MORE THAN MINIMUM, ROUTINE TREATMENT(S) FOR ANY MEMBER OF THE FAMILY:

I/WE HAVE NO MEDICAL CONCERNS: APPLICANT'S INITIALS _____ SPOUSE'S INITIALS _____

5. RECRUITING CAN SOMETIMES BE A PRESSURE ENVIRONMENT. GOALS (QUOTAS) ARE NECESSARY AND A FACT OF LIFE. FRUSTRATION AND INCREASED FAMILY PRESSURE ARE NOT UNUSUAL. DO APPLICANT AND SPOUSE FEEL THE MARRIAGE CAN WITHSTAND THIS?

I/WE HAVE NO MEDICAL CONCERNS: APPLICANT'S INITIALS _____ SPOUSE'S INITIALS _____

6. DISCUSS POSSIBLE HIGH COST HOUSING OR LIMITED AVAILABILITY. ENSURE APPLICANT AND SPOUSE UNDERSTAND THEY WILL RECEIVE VARIABLE HOUSING ALLOWANCE (VHA), BASED ON THEIR LIVING AREA. THEY WILL ALSO RECEIVE SPECIAL DUTY ASSIGNMENT PAY (SDAP), AN OUT OF POCKET REIMBURSABLE EXPENSE ACCOUNT, AND SUBSISTENCE ALLOWANCE. RECRUITING ALSO HAS BEEN APPROVED FOR STATESIDE COST OF LIVING

I/WE UNDERSTAND AND HAVE NO QUESTIONS: APPLICANT'S INITIALS _____ SPOUSE'S INITIALS _____

SECTION II - SPOUSE

7. RECRUITERS (ESPECIALLY DURING THE FIRST EIGHTEEN MONTHS) OCCASIONALLY WORK IN THE EVENINGS, ON WEEKENDS, AND TRAVEL TO OTHER TOWNS; SOME HAVE SHORT PERIODS OF TDY. SPOUSE'S INITIALS _____ ** WILL THESE NON-TRADITIONAL HOURS CREATE PROBLEMS WITHIN YOUR MARRIAGE?

SPOUSE YES NO APPLICANT YES NO

8. RECRUITERS ROUTINELY WORK WITH APPLICANTS OF THE OPPOSITE SEX ON A PROFESSIONAL BASIS, OFTEN DURING EVENINGS AND WEEKENDS. DOES THE SPOUSE FEEL THE MARRIAGE CAN WITHSTAND THIS AND OTHER PRESSURES OF RECRUITING DUTY?

** SPOUSE UNDERSTANDS AND CONCURS THERE IS NO PROBLEMS IN THIS AREA SPOUSE INITIAL'S _____, IF THERE IS A CONCERN PLEASE HAVE THE SPOUSE ANNOTATE IT BELOW:

SECTION III - APPLICANT

9. OFF DUTY EMPLOYMENT IS NOT PERMITTED WHILE PERFORMING NON PRIOR SERVICE (NPS) RECRUITING. NEW RECRUITERS ARE NORMALLY NOT PERMITTED TO ATTEND CLASSES DURING THEIR FIRST 12 THROUGH 18 MONTHS IN RECRUITING.

** APPLICANT UNDERSTANDS AND ACKNOWLEDGES, APPLICANT'S INITIALS _____

10. DISCUSS THE USAF RECRUITING SCHOOL. EXPLAIN THAT THE APPLICANT WILL TRAVEL TO SCHOOL AND RETURN IN "TDY" STATUS. IF THE APPLICANT IS ELIMINATED FROM THE COURSE THEY WILL RETURN TO THEIR PRIMARY AFSC OVERSEAS APPLICANTS. (Long Tour) AFTER SUCCESSFUL COMPLETION OF THE COURSE THE APPLICANT WILL RETURN TO COMPLETE THEIR DEROS. ACCEPTANCE OF A SPECIAL DUTY FOUR YEAR TOUR IN RECRUITING, DOESN'T CURTAIL A DEROS.

** SPECIAL WARNING: APPLICANT AND SPOUSE SHOULD NOT MAKE ANY COMMITMENTS (Selling/buying homes moving dependents, etc.) UNTIL AFTER COURSE GRADUATION. APPLICANT'S INITIALS _____

11. AT THIS POINT NO ASSIGNMENT ACTION HAS BEEN TAKEN. ANY QUESTIONS CONCERNING ASSIGNMENT LOCATIONS, PRIMARY AFSC RELEASE ACTION, COMMITMENTS (Controlled tour), SELECTIVE REENLISTMENT BONUS, TIME ON STATION, ETC. SHOULD BE DIRECTED TO: HQ AFRS RECRUIT-THE-RECRUITER TEAM @ DSN 487-3511.

** APPLICANT ACKNOWLEDGES NO RECRUITING ASSIGNMENT IS GUARANTEED AT THIS TIME. APPLICANT'S INITIALS _____

DATE	SIGNATURE OF APPLICANT	SIGNATURE OF SPOUSE
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