PERSONAL

BUNDESWEHR VOCATIONAL ADVANCEMENT SERVICE Survey of 2022



AN OVERVIEW OF FURTHER BROCHURES



BF 01 – "Altes Recht" (Old Legislation)

Vocational advancement of temporary-career volunteers and career officers in the flying branch to whom a special retirement age limit applies (BO 41) and whose start of duty pre-dates 26 July 2012

BF 02 – "Neues Recht" (New Legislation)

Vocational advancement of temporary-career volunteers and career officers in the flying branch to whom a special retirement age limit applies (BO 41) and whose start of duty post-dates 25 July 2012

BF 03 – "SaZ < 4 und FWDL"

Vocational advancement of temporary-career volunteers with a term of enlistment of less than four years and military service volunteers

> INFORMATION BROCHURES OF THE VOCATIONAL ADVANCEMENT SERVICE: www.bfd.bundeswehr.de

BF 04 – "Eingliederungs- und Zulassungsschein" (Certificate of Integration and Certificate of Admission)

Integration into the public service with the aid of a certificate of integration or a certificate of admission

BF 05 – Informationen für Arbeitgeber (Information for Employers)

Information on networking and cooperation

Bundeswehrfachschulen – Wege zum Erfolg (Bundeswehr Schools of General Vocational Education – Ways to Success)

Flyer Binnenarbeitsmarkt der Bundeswehr (Bundeswehr Internal Job Market) (BiAMBw)

TABLE OF CONTENTS

| ABOUT US | 4 |
|--|----|
| COUNSELLING OF SERVICE MEMBERS | 6 |
| SUPPORT FOR EDUCATIONAL AND | 8 |
| INTEGRATING MEASURES DURING ACTIVE SERVICE | 10 |
| BUNDESWEHR SCHOOLS OF GENERAL VOCATIONAL EDUCATION | 12 |
| INTEGRATION | 13 |
| MILITARY VOCATIONAL TRAINING RECOGNISED IN CIVILIAN WORKING LIFE (ZAW) | 18 |
| VOCATIONAL REHABILITATION | 20 |
| VOCATIONAL ADVANCEMENT OF PERSONNEL WITH A DEPLOYMENT-RELATED TRAUMA | 20 |
| COSTS OF VOCATIONAL ADVANCEMENT | 21 |
| BUNDESWEHR VOCATIONAL ADVANCEMENT SERVICE (BFD) | 23 |



ABOUT US

The Bundeswehr Vocational Advancement Service (BFD) comprises more than 800 qualified specialists. Their main task is to optimally prepare temporary-career volunteers for the integration into civilian working life. For this purpose, the BFD operates throughout Germany and even abroad.

The second year of the corona pandemic, too, has been a major challenge to the BFD. The staff members have firmly accepted this challenge and have never lost sight of the goal to achieve adequate integration. With energy, commitment, creativity and expertise, they have invigorated and promoted vocational advancement as well as the initial and follow-on military vocational training recognised in civilian working life. In 2022, 8,298 servicemen and women took part in initial and follow-on vocational training measures - partly in the form of distance learning from the home office, partly as classroom training under restrictive hygiene rules. 94 % of those servicemen and women looking for a job managed to enter the civilian job market. Last year, more than 93 % of those supported expressed their satisfaction with the support and counselling provided by the Vocational Advancement Service. We are proud of this achievement!

Our Portfolio

The Vocational Advancement Service supports the servicemen and women during their entire term of service and up to seven years beyond. The range of services comprises:

- » individual counselling about possible careers and providing specific support for required educational and vocational qualifications;
- » organising information events as well as job and educational fairs;

- » the procurement of appropriate jobs, retraining positions and internship positions;
- » the vocational rehabilitation of servicemen and women who have a health impairment or a deployment-related trauma/injury;
- >> the reimbursement of costs of trips to job interviews, of the relocation to a new place of residence and of the conversion of military authorisations into certificates recognised in civilian life, and granting of exclusive advantages with regard to the application for public service jobs.

Points of Contact for Service Members

In addition to temporary-career volunteers, military service volunteers, career officers in the flying branch to whom a special retirement age limit applies (41 years) and, on a case-by-case basis, also other career service members may benefit from the services provided by the Vocational Advancement Service. In order to ensure individual support for each eligible person, the Vocational Advancement Service is available on site – with 16 regional teams and 86 garrison teams.

Cooperation Partners for Employers

Cooperation is an important basis for successful integration. The Bundeswehr Vocational Advancement Service therefore maintains contacts with employers from the private sector, the public service as well as trade and employers' associations. Within the Bundeswehr, too, the Vocational Advancement Service performs a networking function: The specialist personnel of the Vocational Advancement Service provide information on the various civilian employment opportunities in the Bundeswehr and thus contribute to the recruitment of specialists for the civilian job market.



COUNSELLING OF SERVICE MEMBERS on Matters of Educational and Vocational Training as well as Integration into Civilian Working Life

Counselling by the Bundeswehr Vocational Advancement Service (BFD) starts at an early stage and includes questions on the choice of occupation, educational and vocational qualifications as well as information about general aspects of financial security after the completion of military service. It is both a motivation and a challenge for the BFD specialists to successfully integrate all eligible service members. For this purpose, they continuously exchange information with those service members. This is the only way for the BFD staff to respond to new developments and wishes and to adapt vocational advancement measures individually to the respective personal and professional framework conditions. Service assesses the service member's prospects and possibilities for achieving his/her career aspirations and the path to those goals is discussed. In further sessions, the vocational aspirations and prospects are specified and updated. In addition, the BFD specialists determine the educational requirements as well as the necessary education and integration measures and coordinate them with the service member. The individual measures are always based on the latest state of vocational qualification of the eligible persons and are flexibly adapted to the respective framework conditions.

> ACTIVE-DUTY SERVICE MEMBERS

Individual Counselling and Flexible Support

The vocational objective is jointly determined in an initial counselling session. The Vocational Advancement

I used the vocational advancement programme offered to me for pilot training in the United States. In addition, necessary accommodation and travel expenses for the training were borne by the BFD. My determination, my commitment and the support provided by the BFD have helped me to achieve my dream job up in the air.

COUNSELLING

TOM GERSTENKORN

Helicopter pilot in the air rescue service of Kessin, formerly an NCO in the tactical air control service





Always up-to-date

In view of the constant changes in the job market and in order to always provide the best possible service to eligible soldiers, the specialist and executive personnel of the BFD are continuously undergoing extension training. In 2022, a total of 287 BFD employees participated in 36 extension training courses, 20 of which were conducted digitally. Extension training for staff is provided by part-time coaches, especially fellow members of the BFD as well as personnel of the Federal Office of Bundeswehr Personnel Management (BAPersBw), the Bundeswehr careers centres and the Federal Academy of Education and Training in the Bundeswehr (BiZBw).

In addition, a new digital series of events has been launched, during which, among others, cooperation partners of the Central Job Service at BAPersBw give presentations on the job market as well as on entry and career opportunities. 438 BFD staff members took advantage of the offer last year.



From the very beginning, my career aspiration has been to work as an educator. My BFD team has actively supported me with my career plans!

MARIO BUMANN Staff clerk at the Bundeswehr Strategic Reconnaissance School, 1st Wing, Flensburg

Material and Financial Benefits

In addition to counselling, the BFD also offers material and financial benefits. They include, for example, the promotion of educational measures, vocational orientation courses and industrial training courses or the payment of a familiarisation allowance. The actual benefits always depend on the respective service period of the soldier and are closely coordinated with him or her.

SUPPORT FOR EDUCATIONAL AND INTEGRATING MEASURES DURING ACTIVE SERVICE

Already during their active military service, military personnel may prepare their entry into the civilian working life after the end of the service period. The Vocational Advancement Service offers educational measures in order to brush up, extend and deepen existing educational and vocational knowledge and skills.

Vocational Training in the Bundeswehr

The foundations for pursuing a new career path can also be laid. The Bundeswehr offers the opportunity, for example, to undergo vocational training leading to a state-recognised qualification. Based on this, extension courses in order to acquire additional qualifications are offered as well.

The respective costs can be borne by the BFD, setting them off against the individual scope of benefits/services.



I have participated in an internal measure called "Choosing the Right Career". A very good investment in my career planning!

6

TOBIAS SCHNEEKLOTH Carpenter in the 2nd Coy of 164 Specialist Engineer Regiment in Husum, Germany

Internal Educational Measures

The BFD sets up specific educational measures based on the service members' needs and on the requirements of the job market. After planning and requesting bids for these so-called internal measures, reputable providers of initial and follow-on vocational training are tasked to conduct the training courses.

Service members can participate free of charge. If, in individual cases, no suitable offers can be found among the measures set up by the BFD, alternative educational opportunities may be used.

Admission to the Final Examination

The educational options offered by the BFD enable a large number of service members to take examinations recognised in the civilian market before their military service ends. If service members have acquired skills and knowledge in military assignments which justify the admission to final examinations for recognised occupations requiring formal training, the BFD can issue certificates for them in accordance with Section 45 (3) of the Vocational Training Act or Section 37 (3) of the Trade and Crafts Code.



EDUCATIONAL AND VOCATIONAL TRAINING at the End of and After the Period of Military Service

At the end of and following the period of military service, the is postponed until after their military service. The adcareer in civilian life is about to start. The service members now can fully concentrate on their qualification profiles to be completed and prepare themselves for a change in their professional lives. At that time, the focus of activities is on professional development, and the vocational advancement measures are promoted by the BFD with the greatest intensity.

Advancement according to the "Old Legislation"

The length of the period for which service members will receive support depends on their term of enlistment. Temporary-career volunteers whose term of service started prior to 26 July 2012 and to whom the "new legislation" is not applicable according to the legal regulations, may devote themselves to their educational or vocational qualification as early as in the last months of service, while being exempt from military duty. Temporary-career volunteers with a service period of at least eight years are entitled to be released from their military duties for up to 15 months; temporary-career volunteers with a minimum service period of twelve years are entitled to be released from their military duties for up to 24 months. As a rule, this advancement is prepared by educational and vocational training measures during the period of service.

Advancement according to the "New Legislation"

The entire vocational advancement of service members whose term of service started after 25 July 2012 vancement period was adapted to the length of term of enlistment on a linear basis and in some cases even extended.



Further Criteria for Calculating the Period of Advancement

The scope of entitlement to educational and vocational advancement measures also depends on the training received during military service. It will be reduced if, for example, specialist military training has already led to a successful qualification in a recognised occupation requiring formal training, to a master craftsman certification or to a university degree.

From School to University

In addition to refreshing their knowledge acquired at school, service members have the opportunity to acguire a higher school-leaving certificate, learn a vocation, retrain in another occupation, or progress or specialise in the vocation they have already learnt. Studies are also possible.



The BFD has promoted my extra-occupational studies in business information technology. I can make optimum use of the transitional allowances for the 5th and 6th semesters. I

feel well supported by the BFD, there are many interesting offers and all my questions are answered in a professional manner.

FRANZ GRUBE

Chief clerk of the Chief of Staff, 141 Supply Battalion, Neustadt am Rübenberge, Germany

School Education at Bundeswehr Schools of General Vocational Education

School education is generally provided at one of the ten Bundeswehr schools of general vocational education.

At these schools, service members have the opportunity to obtain the intermediate school-leaving certificate or the entrance qualification for a technical college and thus to gain access to higher vocational qualifications. Learning takes place in homogeneous groups.

In addition, the Bundeswehr schools of general vocational education offer vocational courses leading to a qualification as a state-recognised educator or as an office management clerk. Refresher and enhancement training courses focusing on basic educational and interdisciplinary knowledge and on imparting key gualifications also belong to the "repertoire" of the Bundeswehr schools of general vocational education.

Vocational Training

Vocational training is provided at public and private education and training institutions. The choice of the respective provider depends on the measure to be taken. This measure is determined by the temporary-career volunteer together with the BFD.



BUNDESWEHR SCHOOLS OF GENERAL VOCATIONAL EDUCATION



INTEGRATION into the Civilian Professional Life

With the support of the Bundeswehr Vocational Advancement Service (BFD), the temporary-career volunteers are becoming experts very much in demand by potential employers because they have achieved a high level of qualification for their civilian career during and after their period of service. The BFD also assists the temporary-career volunteers in their search for a specific job by providing a comprehensive range of activities and services. The Job Service of the BFD searches for suitable jobs and applicants and matches the applicants personally with the right type of job. The specialists of the Job Service are always the competent contact persons in all issues regarding job placement and the integration of retiring soldiers.

The Bundeswehr and the Business Sector

Through intensive networking, the BFD is continually expanding its contacts with employers from the private sector, the public service, and trade and employer associations with the aim of optimally supporting the transition of soldiers to working life. Throughout Germany, the BFD has numerous cooperation agreements with chambers, private and public institutions and enterprises. Since 2017, for example, there have been written cooperation agreements between the Bundeswehr and Deutsche Post AG. the WISAG and the REWE Group. In addition, there are cooperations with Deutsche Bahn AG, BWI GmbH and the Federal Office of Criminal Investigation (BKA). In 2021, a cooperation agreement was concluded with the main association of the German construction industry and in 2022 with HIL Heeresinstandsetzungslogistik GmbH. It is intended to ensure a closer partnership-based cooperation for the successful integration of temporary-career volunteers. On joint events, the soldiers are informed about numerous job opportunities with the cooperation partners.

A long-time cooperation was agreed with the Federal Agency for Employment (Bundesagentur für Arbeit - BA) in order

to facilitate the integration of retiring temporary-career volunteers. The goal of the cooperation is to optimise the use of the placement and advisory skills of the BFD and the Federal Agency for Employment in order to better adapt career wishes and qualifications of the temporary-career volunteers to the respective labour market situation.

The different forms of cooperation vary regionally, but they all serve the aims of qualifying the soldiers in an optimum way for the labour market and of jointly developing and improving the framework conditions for their integration into the labour market.



Without the Job Service, I would have been lost! I received optimum support with the preparation of the application portfolio, the job placements and the

interviews, and I am now looking forward to my awesome job obtained directly from the job pool

MARCUS RISSEL, refrigeration and air conditioning technician with the AERIUS company in Hamburg, former petty officer

13



Bundeswehr Internal Labour Market (Binnenarbeitsmarkt der Bundeswehr - BiAMBw)

The measures taken by the Bundeswehr internal labour market (including the internal labour market orientation internship) are aimed at supporting and facilitating a change of status (for example, from the soldiers' status group to the status group of trainees, salaried employees or civil servants). As a result, qualified personnel will be retained after termination of service and the Bundeswehr personnel body will be strengthened. Thus, well-trained and qualified temporary-career volunteers will be given attractive civilian employment opportunities after the end of their service period. In the meantime, the Bundeswehr internal labour market has become established and makes a significant contribution to satisfy personnel requirements in the civilian area. In simple terms, the following applies: "Why leave if you can stay?" The experts of the BFD inform and advise the soldiers comprehensively about the various civilian vocational training, study and direct recruitment opportunities within the Bundeswehr, support them during the application procedure and present the Bundeswehr as an attractive employer - also for the time after the military service.



I was a soldier for twelve years, and am still convinced of the Bundeswehr as an employer. That is why I absolutely wanted to stay with the Bun-

deswehr and took care of my future early enough. Thanks to the specialist assistance and the continuous interaction with the BFD, I then exchanged my uniform for business casual and participated in the career training as a civil servant in the intermediate non-technical administrative service. The admission certificate additionally supported my plan. To this day, I have not regretted my decision.

CHRISTIAN TEICHMANN

14

Regierungshauptsekretär with the the Hanover Bundeswehr service centre, former accounting and disbursing officer



Through the Bundeswehr internal labour market. I searched for a civilian position within the Bun-deswehr which I can fill

PERSONAL

Now, as a civil servant in the intermediate administrative service at the materiel depot East, I am responsible for the management of the attendance time and the organisation of business trips. And I could stay close to home.

ANJA BOLDT

Administrative assistant for general administrative affairs in the HQ of the materiel depot East in Utzedel,

Job Pool

In addition, the BFD provides a national job pool in order to assist the soldiers in their search for an adequate work, retraining and/or work-experience placement. Interested soldiers are registered in this pool, and their applicant profiles are published anonymously. For employers, the job pool offers the attractive and free service of registering their enterprise and entering free vacancies into the job pool.



with my qualifications.

former senior supply NCO



Information Events on Vocational Advancement

Lessons learned in the past few years have shown that the personal contact to a potential employer frequently is the key to a job. To this end, the BFD organises job and education fairs throughout Germany and participates with its own stand. In addition to these fairs, there are also events dedicated to a special professional sector or to the career paths of officers or NCOs. Chambers, associations and educational institutions are also invited in order to join the training and labour market under one roof. Moreover, the BFD presents its comprehensive range of services on nationwide events conducted by the Bundeswehr Recruitment Organisation (Personalgewinnungsorganisation der Bundeswehr).



Integration Seminars for Long-Serving **Temporary-Career Volunteers**

Since 2021, the BFD and the Bundeswehr Social Services have offered an integration seminar for soldiers with a minimum term of enlistment of 20 years. Given the special overall care responsibility for the group of long-serving soldiers, the participation in the event is mandatory.

In 2022, two integration seminars for medical officers took place. Three seminars for officers and NCOs were held in online format. And one classroom seminar each was held for officers, NCOs and temporary-career volunteers from the rank and file.

Additional Integration Assistance

» Vocational Orientation Placements

For professional orientation, temporary-career volunteers have the possibility to be temporarily released from duty and to participate in a vocational orientation placement (under certain conditions up to four placements) with a duration of up to one month. The vocational orientation placement serves as an orientation and decision-making aid for the choice of a vocation and the necessary gualification requirements.



» Issuance of Certifications

The BFD issues certificates for the recognition of military training, examinations and assignments in civilian professions. Thus, for example, the times for specialist practical activities, which are specified within the framework of follow-on training, can possibly be partly or completely reduced.



9

» Reimbursement of Costs

On application, the BFD can reimburse costs for trips to job interviews with a potential employer, for relocation to the new place of residence and for the conversion of military authorisations into certificates recognised in civilian life.

» Integration or Admission Certificate

Temporary-career volunteers with a term of enlistment of twelve or more years can obtain an integration or admission certificate which allows them to apply for vacancies in the public service which are especially reserved for former soldiers. Within the scope of the especially reserved vacancies at the Federation, the Federal States and municipalities, both certificates offer a preferential possibility of being employed in the public service if the requirements of civil service law, a collective agreement or a service regulation are fulfilled and an aptitude assessment process has been passed.

| 7777 | 1,196 INTEGRATION/ADMISSION CERTIFICATES ISSUED INTEGRATION/ADMISSION | E/2 |
|------|--|---------|
| | CERTIFICATES | |

» Payment of a Familiarisation Subsidy

If the former temporary-career volunteer can reach his/ her full vocational potential only after a familiarisation period on the job, the BFD has the possibility to pay a familiarisation subsidy to the new employer.



I have benefited enormously from the BFD in my professional career!

Following the end of my service period, the icing on the cake

was the job service that placed me in my current job via the job pool. My employer was thoroughly impressed to receive a familiarisation subsidy during the familiarisation period. The BFD provides a real all-round service!

PETER REHR

Assistant to the executive board with SicherheitsCampus Nord. former staff sergeant of a military police regiment in Hamburg

Balance of Integration

The success of vocational advancement can be measured by how many former soldiers have successfully gained a foothold in civilian working life.

The surveys conducted in 2022 have shown that throughout Germany, the number of servicemen and women who, after the end of their service period, could have been successfully integrated into the civilian labour market remains consistently high. Almost all of these temporary-career volunteers found a new job within the first six months.

However, a successful qualification and integration into the civilian labour market is possible only if the soldiers use the offers of the BFD actively and in time and pursue their professional aspirations with a high level of initiative and determination.



The job service of the BFD has prepared a personal job profile together with me and forwarded suitable job offers to me from interesting employers of the region. I would recommend this offer to everyone. This is how I found my current employer and my job, and I am very satisfied.



TINO OBEREIGNER

Technical business economist in quality assurance with GEERDS Metallbau GmbH. former senior logistics NCO

MILITARY VOCATIONAL TRAINING RECOGNISED IN CIVILIAN WORKING LIFE (ZAW) in the Armed Forces

ZAW affords temporary-career volunteers with an extensive term of enlistment an opportunity to train for a recognised vocation with a state-approved qualification in just 21 months during their term of service. In addition to a shortened vocational training, it is also possible to conduct a follow-on training of several months, which will enable the soldiers to acquire additional qualifications. The final examinations will be taken at the local Chamber of Commerce and Industry or the Chamber of Crafts. On the one hand, the purpose of ZAW is to guarantee and enhance the operational capability of the Bundeswehr. On the other hand, it serves to successfully integrate the temporary-career volunteers into civilian working life after their term of service.



Supplying, Steering and Coordinating Agency

Directorate II of the Federal Office of Bundeswehr Personnel Management (BAPersBw) has the lead responsibility for the coordination, steering and continuous further development of the ZAW measures. Based on the needs of the armed forces, Directorate II of the Federal Office of Bundeswehr Personnel Management (BAPersBw) and the Federal Academy of Education and Training in the Bundeswehr (BiZBw) continuously study the education and labour market. New developments and particularly

attractive job profiles can thus be identified in good time, and the ZAW opportunities can be adapted according to the requirements. This is always carried out in close coordination with the armed forces.

Military Vocational Training Recognised in Civilian Working Life (ZAW) During the Time of the Corona Virus

Also in 2022, the corona pandemic presented particular challenges to ZAW. Time and again, the classes had to be adapted to the respective corona virus regulations in force and the local conditions. An interruption was not an option, since the ZAW measures are the basis for the further career steps of the students and impart the skills the soldiers need on their future posts.

In 2022, it was not only possible to master the challenge of the corona virus in the third year of the pandemic. Directorate II of the Federal Office of Bundeswehr Personnel Management (BAPersBw) has even extended the ZAW opportunities and established two new training offers. Since October 2021, for example, soldiers may also undergo a vocational training in the town of Hilden to become an IT specialist for digital networks as well as a vocational training in the municipality of Augustdorf to become an IT specialist in application development.







VOCATIONAL REHABILITATION of health-damaged soldiers

Independent of their status, soldiers who - due to a they ensure that the measures can be started in a timely health impairment - are unable to pursue their former civilian vocation are provided special support by the BFD until they leave the military service.

The staff of the BFD initiate the necessary adaptation. retraining or integration measures while the soldiers concerned are still members of the Bundeswehr, and

manner - if the recovery process allows.

Following that, the BFD and the responsible statutory rehabilitation provider will coordinate the continuation of the started rehabilitation measure after the soldiers concerned have left the Bundeswehr



VOCATIONAL ADVANCEMENT OF PERSONNEL WITH A DEPLOYMENT-RELATED TRAUMA

in accordance with the Act on the Continued Employment of Personnel Injured on Operations (Einsatz-Weiterverwendungsgesetz – EinsatzWVG)

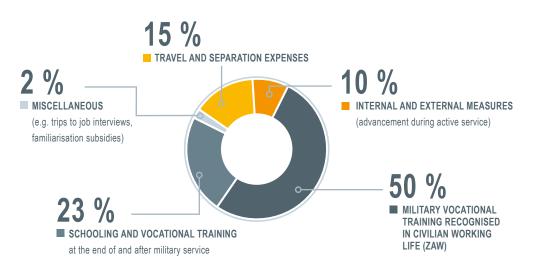
In addition, the BFD is the point of contact for soldiers who - on operations abroad - have suffered more than a minor health impairment due to a deployment-related accident as defined by Section 63c of the Military Pensions Act (Soldatenversorgungsgesetz). In this case, these soldiers are particularly entitled to acquire a vocational gualification and integration into working life.



COSTS OF VOCATIONAL ADVANCEMENT

The educational and vocational advancement system takes account of the service in the armed forces and the personal interests of the soldiers. From the first contact in the Bundeswehr Careers Centres up to seven years following the end of the service period, the soldiers have the possibility of using the knowhow of the staff of the BFD and its comprehensive range of activities and services.

In 2022, the BFD spent in total EUR 92.15 million on vocational advancement measures for service members. This amount shows the importance which the legislature attaches to vocational advancement and the responsibility assumed by the BFD when it accomplishes its daily task. The following diagram illustrates the breakdown of expenditure:



In view of the high annual military recruitment requirements, the Bundeswehr as an employer has to offer an attractive "portfolio" to potential applicants. In addition to a performance-related remuneration and a demanding task, the possibility of achieving educational and vocational gualifications is an important attractiveness and decision factor for the choice of vocation. With their daily work, the staff of the BFD contribute to maintaining the attractiveness of the Bundeswehr as an employer, thus ensuring the future operational readiness of the armed forces. Therefore, the required funds cannot be used in a better way.

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EDITORIAL DETAILS

Issued by:

Federal Office of Bundeswehr Personnel Management (BAPersBw) Directorate II 2.3 BFD Brühler Str. 309a 50968 Köln

Design, layout and printing: Federal Office of Bundeswehr Infrastructure, Environmental Protection and Services (BAIUDBw) DL I 4 Central Printing Office

Photo credits: © Bundeswehr

Last updated: March 2023

This publication is part of the information activities of the Federal Ministry of Defence. It is distributed free of charge and is not intended for sale..

