

FLY TO SUCCESS

**Pilot Selection Course  
Example Workbook**

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## Qualities Targeted

What are the Qualities targeted by recruiting?

Write down the Qualities as they are discussed by the group.

Handwriting practice lines for notes.

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## Phase 1

A typical timetable for JOES day:

8.00am:

- Arrive at the Defence Force Recruiting Centre and have your attendance confirmed.
- The documents you have been requested to bring will be verified.

8.00 - 9.30am:

- You will then undertake aptitude testing to determine suitable jobs.
- This is the **General Aptitude Tests (GAT)** measuring your general reasoning and problem solving ability.

9.30 - 12pm:

- Preliminary medical screen to ensure you are medically suitable to proceed for further testing (paper screen only).
- During this time the **Pilot Aptitude Tests (PAT)** are undertaken. The purpose of this testing is to test your aptitude for being a pilot in the Navy, Army or Air Force.

12pm-2pm:

- Information session on careers available and lifestyles within the ADF. The opportunity to ask questions is also provided here.

2pm onwards:

- Individual, one-on-one session with a Defence Recruiter covering a range of issues including your interest in joining and your knowledge of your preferred job.
- This is not the formal defence recruiter interview.

After attending a JOES, and if deemed suitable for further progression, candidates are booked for an Assessment Day, to undergo **Psychological** and **Defence Interviews**, plus the full Medical Assessment.

On some occasions, the PAT is conducted on the assessment day.

## Stage 2 – Testing

As per the diagram on page 1 – 35, stage 2 consists of a battery of standard aptitude and psychological tests and an occupational health check (medical).

Remember airlines do vary, so it is best to check individual web pages for up to date information on the exact process that will be followed.

### Aptitude Tests

All tests that are on the majority of airline processes are covered by *Stealth Training's* day 1 program for aptitude testing. These include:

- Aviation Knowledge
- General Knowledge
- 
- 
- 
- 
- *.....remainder in workbook....*

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## Aviation Curriculum Vitae (CV)

### Introduction

The CV is an often over-looked aspect of an airline application. It is hard to believe but CV's are often not well thought out. Why is this important? It represents you and your career. It is a summary of your achievements, qualifications and life which **gives the interviewer their first impression of you.**

A CV should not be 16 pages long; interviewers will not look at it all. Aviation CV's are also different from standard. Why? An aviation CV concentrates upon the **operational experience** an individual has, whereas one for the majority of jobs out there are constructed to meet certain job specifications and criteria.

The airlines and interviewers want a concise snap shot of your career. From this, they will be able to discern whether or not you have the required experience for the position you are applying for.

An example of an aviation CV is included in the workbook on the following two pages.

The relevant sections are:

- Name
- Address
- Objective
- Key Strengths
- Flight experience (hours)
- Courses
- Qualifications
- Education
- Personal
- References (include name/address, but do not send written references)
- Work history

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Dodgy Airlines Pilot Recruitment  
Flight Operations 123 3  
747 Conair Street  
MASCOT  
NSW 2020

Dear Sir/Madam

I am writing to apply for a position as a direct entry pilot with Dodgy Airlines.

I am currently employed as a pilot with Billy Tea Airlines. I am 22 years of age and have 950 hours total experience including 650 hours in command.

My flying experience consists.....

My .....

I believe I possess all the necessary skills to be successful in this role. Attached is my resume and relevant supporting documents for your consideration. Please do not hesitate to contact me should you require any further information.

Yours sincerely

Pete O'Heater

➤ **Multiples**

The following rules allow you to determine if a number is divisible by another. If you know the rule you don't need pen/paper to work out by long division:

A Number is divisible by:	
2	if the last digit is 0 or even
3	if the <b>sum</b> of digits is a multiple of 3
4	
5	
6	
7	no rule
8	
9	



**Hot Tips**

- The tests may involve **percent and interest problems**. Two things to keep in mind; multiplication is used to work out percentages, and always write the percent as a decimal.

A car uses 34% of fuel on a trip. If it started with 45 litres, how much fuel is left?

Answer:

$$\begin{array}{r}
 45 \\
 \times 0.34 \\
 \hline
 180 \\
 1350 \\
 \hline
 14.30
 \end{array}$$

*remember two numbers to right*      *decimal two numbers to right*      **(is this the answer?)**

- **% Part**

Calculate the % of a number. If hard, simplify it:

Example: .....

- **% Whole**

Opposite of above.

Example: .....

## Word Meanings/Verbal Analogies

- Verbal analogy and word meaning questions, test not only your knowledge of word meanings and your vocabulary level, but also your ability to reason and see relationships between words and their ideas.
- For the analogies it is a three step process:
  1. You must.....;
  2. You must be able to.....,
  3. You must complete.....***remainder in actual workbook.***

### Group Discussion - Questions

1. MAN is to .....as .....is to?

- (A) Baby
- (B) Bride
- (C) Child
- (D) Girl
- (E) Kid

Answer: \_\_\_\_\_

2. ....is to .....as .....is to?

- (A) Famine
- (B) Grief
- (C) Hunger
- (D) Fame
- (E) Scarce

Answer: \_\_\_\_\_

3. UP is to .....as .....is to?

- (A) Back
- (B) Around
- (C) Right
- (D) Behind
- (E) In

Answer: \_\_\_\_\_

**Cubes:**

In this test you are given a pattern that if cut-out and folded will give the shape of a cube. You must decide which of 4 given cubes, if any, would be created by folding the given shape.

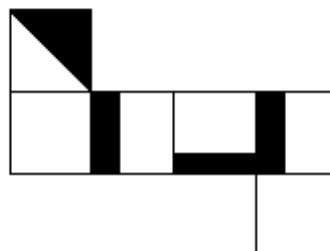
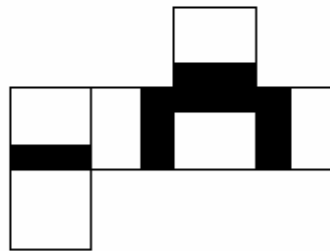
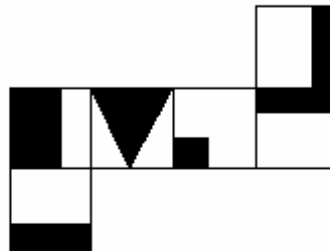
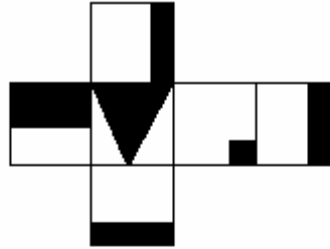
The shapes opposite are possible shapes that will be given on the test.

Shading will be added on each or some of the faces of the given shape, as shown opposite.

Only one (or none) of the given solid cubes will be correct. You must select the correct cube to match the unfolded shape.

This test evaluates your ability to manipulate in 3D and visualise in your mind from differing angles and viewpoints.

The following page contain practice examples of the cube test.



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## Overview

This module introduces leadership and communication skills and techniques that are assessed through a number of ways during pilot selection processes. The ADF for example, conducts leadership and communication exercises during the ADF pilot selection flight screening program and various airlines use group sessions and tasks to evaluate these qualities during the second stage of the recruitment process.

## Outcomes

By the end of the module you should:

- Be aware of different leadership styles
- 
- 
- 

## Methodology

This module is conducted through a combination of:

- Overhead slides
- 
- ***Remainder in actual workbook***

**A definition of leadership?**

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## Leadership Skills – How are they assessed?

- Leadership skills are an extremely important quality for a Pilot. Both Airlines and Military are looking to recruit people who are potential Captains. There will also be times when it is necessary for a First Officer or Second Officer to display leadership qualities to their peers or even their Captain.

### Example of a possible leadership question:

Tell us about .....*remainder in actual workbook*

### Suggested candidate response using

- a) Explain the **Situation/Task**:

*remainder in actual workbook*

Think through these Questions and answer using:

### **Stealth Training's interview method...(explained fully in workbook):**

1. What are.....?
2. Tell us.....?
3. Tell us of.....?
4. Have you .....

**Personal background questions:**

1. Why do you want to become a pilot?
2. What do you have to offer the ADF?
3. What would you do if you failed on pilots' course?
- 4.
- 5.
- 6.
7. ....*Over 500 Practice questions*.....
- 8.

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