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Request placement of temporary soldiers in the civil service

Heruntergeladen am 22.07.2025

<https://fimportal.de/xzufi-services/399256296/L100001>

Modul	Sachverhalt
Leistungsschlüssel	99117053261000
Leistungsbezeichnung I	Request placement of temporary soldiers in the civil service
Leistungsbezeichnung II	
Typisierung	2 - Bundesauftragsverwaltung: Regelung
Quellredaktion	Hessen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Soldaten (117)
Verrichtungskennung	Entgegennahme (261)
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher	

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Ansprechpartner	Nein
Fachlich freigegeben am	27.12.2022
Fachlich freigegeben durch	Hessian Ministry of the Interior and Sport (HMdIS)
Handlungsgrundlage	https://www.gesetze-im-internet.de/svg/_10.html https://www.gesetze-im-internet.de/stvorv/ https://www.gesetze-im-internet.de/svg/index.html#BJNR007850957BJNE011510126 https://www.gesetze-im-internet.de/svg/_10.html https://www.gesetze-im-internet.de/stvorv/ https://www.gesetze-im-internet.de/svg/index.html#BJNR007850957BJNE011510126
Teaser	As a regular soldier entitled to integration, you can you can receive support in your search for a training position or job in the public service in Hesse that matches your aptitudes and abilities.
Volltext	<p>The Preliminary Recruitment Office of the State of Hesse supports you as temporary soldiers entitled to integration, SaZ 12 (years)+, in your search for a training position or job in the public service in Hesse.</p> <p>As a soldier leaving the Bundeswehr, the state will enable you to integrate into working life through career development measures offered by the Bundeswehr and through public service positions reserved specifically for you.</p> <p>The aim is to facilitate your return or transition to civilian working life. You are entitled to reintegration as the holder of a reintegration or admission certificate. You can obtain these on application to the Vocational Training Service of the Bundeswehr.</p> <p>The Preliminary Recruitment Office compiles annual job lists, which contain the registered reserved candidate and training positions as well as permanent full-time positions. You can use these to apply for available positions.</p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> • Completed application form • Letter of application • Curriculum vitae in tabular form

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	<ul style="list-style-type: none"> • Certificates and proof of education or training (photocopies or transcripts) • School report (highest Austrian school-leaving certificate) • Vocational school leaving certificate • Certificate or certificate of participation in other educational measures • Integration or admission certificate or confirmation of entitlement existing at the end of the commitment period (photocopy or transcript)
Voraussetzungen	<p>In order to submit the application, you will need the statement from the Bundeswehr Vocational Training Service (BFD) with the following content:</p> <ul style="list-style-type: none"> • Data on the person in charge at the Vocational Training Service: Vocational Training Service responsible Name of the contact person Telephone number E-mail address • Personal data of the applicant: Length of service in years (for example: temporary soldier 12 years + 7 months) Registration or integration certificate or confirmation Date of completion of the 12 years of service End of period of service Optional/mandatory exemption
Kosten	Gebühr: Es fallen keine Kosten an
Verfahrensablauf	<p>1.</p> <p>Every year, the Hessian State (Soldiers' Pensions Act) Preliminary Recruitment Office compiles job directories for its area of responsibility, which contain the registered reserved candidate and training positions as well as permanent jobs. The job directories include all positions that are to be reserved for this group of people throughout Hesse by the state recruitment authorities, local authorities and other public bodies, institutions and foundations.</p> <p>The lists are usually available from July for applications for the following year.</p> <p>As a temporary soldier, you decide which recruitment authorities and which positions to apply for on the</p>

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basis of the job directories. The number of applications is not limited.

Experience has shown that there are reserved positions available for civil servants in the administrative sector in various career paths as candidates (intermediate and higher service). In the field of technology, the number of vacancies is generally very limited.

Once you have received the vacancy lists, you should apply immediately and directly to the recruitment authorities you have selected in order to meet the application deadlines.

1.

As an applicant, you should send the completed and signed "Application for Placement" form with all the necessary documents to the Hessian State Agency for Recruitment via the Bundeswehr Vocational Training Service responsible for you.

Once the complete placement application has been processed, you will receive a confirmation of receipt by e-mail from the Hessian Preliminary Office and, from the summer onwards, the job lists for the following recruitment year. This will contain all the information about the positions.

Applications should be sent directly to the above-mentioned recruitment authorities.

1.

Aptitude tests may be held for the selection of applicants in Hesse. If you receive an invitation to take part in such an examination, you are obliged to do so.

If you are unable to attend the aptitude test, you must immediately inform the relevant recruitment authority that invited you to the aptitude test.

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If the applications in the current placement year have been unsuccessful and have not led to a recruitment, the Hessian State Recruitment Office will contact you at the beginning of the following year to enquire whether the placement procedure in Hesse should be continued.

Bearbeitungsdauer
Frist

In principle, you can submit an application for placement in a reserved position through the Hesse Preliminary Recruitment Office at any time and without observing a deadline. However, as some recruitment authorities, especially professional fire departments, set early application deadlines, you should submit the application for placement to the Vormerkstelle of the State of Hesse no later than the spring of the previous year on the desired recruitment date.

weiterführende Informationen

<https://rp-giessen.hessen.de/karriere/vormerkstelle-de-s-landes-hessen>
<https://rp-giessen.hessen.de/karriere/vormerkstelle-de-s-landes-hessen>

Hinweise
Rechtsbehelf

Contradiction

Kurztext

- Application for placement for the integration of regular soldiers into the civil service Acceptance
- The Hesse State Agency for Preliminary Recruitment supports regular soldiers who are eligible for integration in their search for an apprenticeship or job in the public service in Hesse
- Prerequisite: at least twelve years of service in the Bundeswehr
- Every year, the State of Hesse's Preliminary Recruitment Office compiles lists of vacancies which include reserved candidates and training positions as well as permanent positions in the state's recruitment authorities throughout Hesse, local authorities and other public corporations, institutions and foundations
- These are available from July for applications for the following year
- Responsible: Giessen Regional Council

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Ansprechpunkt	Please contact the registration office of the State of Hesse at the Giessen Regional Council.
Zuständige Stelle	Giessen Regional Council
Formulare	
Ursprungsportal	Request placement of temporary soldiers in the civil service, Vermittlung von Zeitsoldaten in den öffentlichen Dienst beantragen