**RECRUITMENT REPORT**

**Administrative Officer, Graduate School, College of Arts, Celtic Studies & Social Sciences**

**Nature of Contract:** Fixed Term until June 2016

**Date advertised:** 14th March 2014

**Advertising Media: Publications/Websites:**

UCC website

**Closing date for receipt of applications:** 4th April 2014

**Number of applications received:** 81

**Date of shortlisting:** 14th April

**Number of candidates shortlisted for interview:** Internal 5

External 2

**Date of Interviews:** 2nd May 2014

**Candidate recommended for Appointment:** Mary Byrne

**Date successful candidate notified:** 6th May 2014

**Date successful candidate accepted:** 3rd June 2014

**Start date of position:**  1st September 2014