**RECRUITMENT REPORT**

Research Student Administrator, Graduate Studies Office

**Nature of Contract:** Permanent Whole-time

**Date advertised:** 10.06.16

**Advertising Media: Publications/Websites:**

**Closing date for receipt of applications:** 12.07.16

**Number of applications received:** 41

**Date of shortlisting:** 9th August 2016

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

Internal 3

External 2

**Date of Seminars and Interviews:** 6.09.16

**Candidate recommended for Appointment:** Helen Buckley

 **Date successful candidate notified:** 8.09.16 **Date successful candidate accepted:** 8.09.16
 **Start date of position:** 1.10.16