RECRUITMENT REPORT

Senior Executive Assistant, Accounts Payable (2 Posts)

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| Nature of Contract | Permanent Whole Time |
| Date advertised | 02/06/2017 |
| Advertising Media (Publications/Websites) | UCC Website |
| Closing date for receipt of applications | 04/07/2017 |
| Number of applications received: | 3 |
| Date of shortlisting | 11/07/2017 |
| Number of candidates shortlisted for interview | Internal | 3 |
| External | 0 |
| Date of Seminars and Interviews | Seminars | n/a |
| Interviews | 03/08/2017 |
| Candidate Appointed | 1. Michelle Doyle
2. Allen Cotter
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| Date successful candidate notified | 03/08/2017 |
| Date successful candidate accepted | 1. 04/08/2017
2. 03/08/2017
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| Start date of position | 08/08/2017 |