RECRUITMENT REPORT

Senior Executive Assistant, Research Support Services

|  |  |
| --- | --- |
| Nature of Contract | Specified Purpose Whole Time |
| Date advertised | 28-07-2017 |
| Advertising Media (Publications/Websites) | UCC Website |
| Closing date for receipt of applications | 17-08-17 |
| Number of applications received: | 2 |
| Date of shortlisting | 24-08-2017 |
| Number of candidates shortlisted for interview | Internal | 2 |
| External | 0 |
| Date of Seminars and Interviews | Seminars | n/a |
| Interviews | 18-09-2017 |
| Candidate Appointed | Ms Philomena Fogarty |
| Date successful candidate notified | 20-09-2017 |
| Date successful candidate accepted | 20-09-2017 |
| Start date of position | 31-10-2017 |