RECRUITMENT REPORT

Policy Support Officer, Academic Secretariant

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| Nature of Contract | Permanent Whole-Time | | |
| Date advertised | 13th April 2018 | | |
| Advertising Media (Publications/Websites) |  | | |
| Closing date for receipt of applications | 15th May 2018 | | |
| Number of applications received: | 28 | | |
| Date of shortlisting | 29th May 2018 | | |
| Number of candidates shortlisted for interview | Internal | 4 | |
| External | 2 | |
| Date of Seminars and Interviews | Seminars | |  |
| Interviews | | 25th June 2018 |
| Candidate Appointed | Ms Sarah Field | | |
| Date successful candidate notified | 29th June 2018 | | |
| Date successful candidate accepted | 29th June 2018 | | |
| Start date of position | 30th July 2018 | | |