

Source & Select - Interview Mark Frame

RE-REC 1.45b(i)

Vacancy:

Vacancy ID:

Date(s) of Selection Board:

Composition of the Selection Board:

Position	Name	Grade	Department/Agency
Chairperson			
Member			
Member			
Member			

Notes:

- The surnames and known name of all candidates seen by the selection board must be included on this form.
- All candidates who have reached
 - the Overall Pass Mark (if applicable)
 - the Minimum Standard(s) (if required)
 are considered to be suitable for appointment and such candidates should be listed in order of merit in the suitable for appointment section.
- All candidates who have NOT reached
 - the Overall Pass Mark (if applicable)
 - the Minimum Standard(s) (if required)
 are NOT considered to be suitable for appointment and such candidates should be listed in the not suitable for appointment section.
- Any candidate detailed on the interview schedule who did not attend for interview should be listed in the did not attend section.
- The Conflict of Interest question must be completed.
- ALL panel members must sign this document. The date of signature must also be recorded by the Chairperson.

Conflict of Interest	Yes	No
<p data-bbox="181 217 1330 248"><i>Are competition participants aware of any potential conflict of interest at this stage?</i></p> <p data-bbox="181 288 1368 427"><i>Please note should any potential conflict of interest arise this must be declared to HRConnect immediately, HRConnect will issue a Conflict of Interest Declaration Form to the Panel Member to provide information regarding the Conflict of Interest and the Form should be returned to HRConnect as soon as possible.</i></p>	<input data-bbox="1397 217 1435 248" type="checkbox"/>	<input data-bbox="1494 217 1532 248" type="checkbox"/>

Chairperson's comments, special recommendations etc (continue overleaf if necessary)

Interview Panel Signatures:

Chairperson:

Member:

Member:

Member:

Date:

Please return completed form, along with all interview paperwork, by special delivery (TRACKED) post to:

Internal Positions

HRConnect Recruitment Team

Post:

HRConnect (NICS)
PO Box 1090
Beacon House
27 Clarendon Road
Belfast
BT1 3BG

Email:

Recruitment@HRConnect.nigov.net

Tel: 0800 1 300 400

Fax: 028 9024 1665

External Positions

HRConnect Recruitment Team

Post:

HR Connect (NICS)
PO Box 1089
Beacon House
27 Clarendon Road
Belfast
BT1 3BG

Email:

Recruitment@HRConnect.nigov.net

Tel: 0800 1300 300

Fax: 028 9024 1665