Recruitment Policy
Statement

The University is committed to ensuring that:

- all vacancies are advertised, either internally or externally;*
- objective criteria, in the form of job descriptions and person specifications, are developed for all posts;
- at least one member, normally the chairperson, of any appointment panel has received appropriate training;
- appointment panels, wherever possible, should contain an appropriate gender mix;
- Equal Opportunities monitoring of recruitment is carried out;
- the reasons for not appointing a particular candidate are recorded;
- unsuccessful applicants have reasons for rejection explained to them if requested;
- the relevant employment legislation and Codes of Practice are adhered to.

* exceptions for advertising e.g. redeployment in redundancy situation etc. simple style.