**Selection Committee Report for Mathematical Institute staff**

*The following information is required prior to an appointment being confirmed:*

***PLEASE NOTE:*** *SELECTION PANEL TO FILL OUT ALL SECTIONS HIGHLIGHTED IN YELLOW*

**Name of Recommended Appointee:**

**Full Post Title (including COREHR Vacancy ID):**

**Date of advertisement:**

**Selection Committee Composition:**

 **Number of men and women on Selection Committee:**

**Number of applications received** (include gender breakdown):

 **General comments on the overall strength and diversity of the applicant pool:**

**Referencing strategy:** References were sought at the shortlisting stage if permitted by candidates; otherwise they were sought before the interview stage.

**Date of shortlisting meeting:**

**Were any members of the Selection Committee unable to attend the shortlisting meeting?** (If so, how did those not present contribute to the shortlist?)

**Shortlisted candidates** (include names and indicate genders)**:**

**Number of men and women in shortlist:**

**Diversity of shortlist:**

### Date of interview meeting:

**Number interviewed** (note if any candidates withdrew prior to interview)**:**

**Selection process:**

**Were any members of the Selection Committee unable to attend the interviews?**

**General comments on the overall performance of the interviewees:**

**Non-appointable candidates** (give names and reasons for non-appointability for each named candidate, making sure that all reasons refer back to the selection criteria in each case)

**Appointable candidates** (in order of preference, give comments in the light of the selection criteria on the qualities and performance of the first-choice candidate, the proxime, and all other appointable candidates*.* Ensure that you set out relative strengths and weaknesses and the rationale for the order of preference)

**Was the selection committee’s recommendation unanimous**? (If not, provide details).

**Date of selection committee’s recommendation:**

**Signatures of panel members:**

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