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| **Documents:** |
| * 2 x Application Packs   + One PDF containing all applications in standard format   + One PDF containing all applications, with the start of each application bookmarked * One Zip folder containing separate PDF files for each application * One folder for ‘Applications and References’   + This contains a sub-folder for each applicant, which includes:     - Their application as submitted via the HR system     - Any references which have been sent to [vacancies@maths.ox.ac.uk](mailto:vacancies@maths.ox.ac.uk) * A shortlisting decision form * A copy of the job description as published * A copy of the RECDEP43 ‘Applicant Referee Details’ report, which contains the contact information for the applicant’s referees |