

Our recruitment process

Selection

When the application period is over, we read ALL applications that we have received. Following that, we will select candidates that we wish to meet for an initial interview. We make this decision based upon experience, education and additional formal and personal requirements that we have for all new employees. Occasionally we will hold interviews continuously during the application period rather than waiting for the time to expire. Should we find the right candidate, the advertisement may be removed before the stated closing date.

Interview

If your application is successful, you will be invited to a face to face interview with the recruiting manager as well as a member of staff related to the service to which you have applied. The interview will allow us to get to know you better and clarify whether you are the right candidate for the job, whilst also providing you with a chance to ask us questions to better understand both the nature of the role, as well as our company in general. Please prepare for this by reading through the information available on our website.

References

Following the interview, we will contact you once we have made a full decision. If you are successful during this process and are still interested in the position, we will always require two references. We would like these referees to be your previous or current manager.

Feedback

If you have not been called for an interview, it means we have continued with other applicants. If you were unsuccessful following the interview process, we will contact you personally by telephone to explain why you were not approved. You are always very welcome to contact us with questions concerning the recruitment process.

Good luck!