

# Short-listing Summary

## A Summary of Short-listing Decisions

This form is used to summarise the decisions made by the short-listing panel when reviewing candidate applications for the stated position.

### Campaign Details

Job Title			
Service Area		Ref. Number	

### Shortlist Outcome

Please use the grid on page 2 to assess the candidate and select the shortlist of candidates.

### Additional Information

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### Declaration

I confirm that the information provided is accurate and complete and represents the outcome of the assessments made.

Job Title			
Name		Tel. No.	
Signature*		Date	

\*If this form is emailed then a signature will not be required.

## Short-listing Assessment Information

[illegible]