

The process of applying for an advertised position:

- After the application deadline, all candidates will be shortlisted using the criteria listed in the job description.
- We will contact all applicants with the outcome of their application regardless of being shortlisted or not.
- Those shortlisted will be invited to interview, at this point we will ask candidates if there are any reasonable adjustments required. We will consider all requests and will do our very best to accommodate them.
- There will be a two-stage in person interview, each with two members of our team.
- To give all interviewees the opportunity to fully prepare and show their best, we will provide an overview of what the interview will cover ahead of time.
- All candidates will be informed of the outcome of their first interview and those successful will be invited to the second stage.
- After each interview stage we will invite all candidates to complete our Interview Diversity and Feedback Survey, this survey is anonymous, and as such will not be connected with your application.
- When the interview process is complete, the interview panel will meet to discuss each candidate and decide on who will be offered the position.
- All candidates will then be informed of the outcome, and we will welcome any feedback.

If submitting a speculative application

We will keep your details and portfolio on file for 6 months and will contact you should a suitable position become available.