
From:
Sent: 07 October 2016 10:21
To:
Cc: Head of Digital
Subject: Authorisation to recruit form: Temp Technical Architect

Hi

Can you review the attached Authorisation to recruit form and if you are content please approve.

I can confirm this post can be funded from for the proposed duration of the contract and believe Head of Digital has spoken already to you about this.

I've also attached the Call off letter for the post.

..... please get back to me if you have any questions – at home today but on skype/mobile.

Regards,

From:
Sent: 07 October 2016 11:29
To:
Cc: Head of Digital
Subject: RE: Authorisation to recruit form: Temp Technical Architect

Hi

Yes, discussed this with me and I'm happy to authorise

Best wishes

From:
Sent: 07 October 2016 12:01
To:
Cc: Head of Digital
Subject: RE: Authorisation to recruit form: Temp Technical Architect

Thanks

From:
Sent: 12 October 2016 12:27
To: Head of Digital
Subject: Technical Architect Post - CVs & Sift Report

Hi

Please find attached the sift report which requires to be completed along with the candidate CVs. Once reviewed can you complete the sift report and return to me advising who you would like to interview.

Many thanks

From: Head of Digital
Sent: 14 October 2016 11:48
To:
Cc:
Subject: FW: Technical Architect Post - CVs & Sift Report
Sensitivity: Private

..... can you progress this sift and keep me in the loop over next week, while I'm on leave.

Regards,

From:
Sent: 17 October 2016 12:16
To:
Cc: Head of Digital
Subject: TA selection

Hi

I've sifted the CVs and have completed the evaluation.

The preferred candidate is

Can you review the SIFT and let me know if you have any questions.

Thanks,

From:
Sent: 17 October 2016 13:24
To:
Cc: Head of Digital
Subject: RE: TA selection

We would normally arrange an informal interview before making an offer. Do you want me to arrange this?

Kind regards

From:
Sent: 17 October 2016 13:27
To:
Cc: Head of Digital
Subject: RE: TA selection

Hi

Yes, I'd be content with a phone interview in the first instance if this is acceptable.

Are you able to feedback that we wish to conduct this?

From:
Sent: 19 October 2016 15:06
To:
Cc: Head of Digital
Subject: RE: TA selection

Hi

I had an extensive conversation with this afternoon.

I think he is an ideal candidate for the role.

Are you able to confirm the appointment please. I believe is looking for a start date in November as soon as we can get everything signed off.

Let me know if there is anything further you require from me.

Regards,

From:
Sent: 19 October 2016 15:44
To:
Cc: Head of Digital
Subject: RE: TA selection

Thanks

I will contact the agents just now.

Kind regards