

**PSMPC REPRESENTATIVE’S VERIFICATION OF SES SELECTION EXERCISE**

In relation to the selection exercise for Senior Executive Band ..., in the Department of ....., I participated in the following processes associated with this selection and agree that they were carried out in accordance with PSMPC policies and guidelines.

**(Please tick as appropriate)**

**Shortlisting of Applicants**

- I was fully involved in considering applications and deciding the shortlisting
- Applicants shortlisted on the basis of merit and with regard to EEO
- Adequate field obtained
- Reasons for non-interview provided against the selection criteria

**Interviews**

- Questions asked against the selection criteria
- Applicants given fair opportunity to state claim
- EEO considerations met

**Referees**

- References obtained for applicants in contention
- Referee reports, including oral references, properly documented

**Individual Assessments**

- Individual assessments address the selection criteria and take account of interview performance, referee comments and application etc.
- Assessment made of individuals’ overall suitability

**Comparative Assessment**

- Top ranked applicants compared systematically against the selection criteria

**Quality of field**

- The quality of the field of applicants is best described as very good/good/fair/poor

Comments on process .....

.....  
PSMPC Representative

Date