## THE ROLE OF HUMAN RESOURCES

A HR representative will not be in attendance at recruitment interviews, as is evident in the above tables. This does not mean however that HR will play no part. The designated HR Officer for the School or Department will be available to advise on any aspect of the selection process, to include the short-listing exercise, preparation for the interview, and any issues that have emerged from the interview exercise. A discussion should take place with the nominated HR Officer prior to an offer of employment being made to the preferred candidate.

Details of the Recruitment & Selection training course can be found on the HRWeb pages.