



Chief Constable Kent Police  
Shortlisting Process

Process Overview

Closing Date of Advert 08:00 on Monday 18<sup>th</sup> November

Appointment Panel to be sent applications for independent scoring



Shortlisting pack provided to Panel Members on 18.11.13  
**Contents:** Copy of Candidate's Application Form, Shortlisting Recording Sheet, Moderation Sheet and Summary Sheet, Job Description, Copy of Advert and Police Professional Framework.



Panel Members to independently assess each application form against following criteria:

**Serving the Public**  
**Leading Strategic Change**  
**Managing Performance**  
**Delivering Value for Money**  
**Placing victims and witnesses at the heart of policing**

Rating awarded using following criteria: 3 = **Strong Evidence**, 2 = **Acceptable Evidence**, 1 = **An area where improvement is needed** or 0 = **Evidence Not Acceptable**



Appointments Panel to provide ratings for each candidate, and final recommendation to selection process. Final decisions recorded on Short-Listing Summary Sheet. Moderation process, if required, to be Chaired by the PCC with the agreed rating for each area assessed being established and recorded. Shortlisting Moderation Sheet.



Shortlisting Summary Sheet to be passed to HR Adviser for process to continue.