

FOI DOF/2025-0658

**Request**

Re: IRC317721 - Can I clarify if no scoring matrix was used could I be provided with the criteria that was used to filter candidates as included or excluded based on their application?

**DoF Response**

I can confirm the Department holds the information requested.

The criteria used at the application sift was the criteria published on P11 of the Candidate Information Booklet and is also outlined below.

1. At least three years' experience in a senior management role\* of successfully leading on the formulation, implementation and review of policy and/or legislation\*\*.

AND

2. Practical experience\*\*\* of providing strategic advice on significant and challenging\*\*\*\* policies to senior officials, which is evidence based and has been informed through successfully building and maintaining constructive relationships with key external and internal partners.

AND

3. Experience of successfully leading and managing a high performing team to deliver strategic outcomes or corporate objectives subject to external scrutiny.

The following additional clarification is provided:

\* Senior management role includes providing detailed advice or taking decisions personally or being party to decisions affecting strategic issues concerning the corporate body or organisation with which an individual is working, either as an employee or advisor.

\*\* Legislation means either primary or secondary legislation.

\*\*\* Practical experience is defined as having responsibility for the work rather than having knowledge or understanding of it.

\*\*\*\* Significant and challenging is defined as cross cutting within or across a number of business area(s), stakeholders or organisation(s) and having an impact on multiple people.