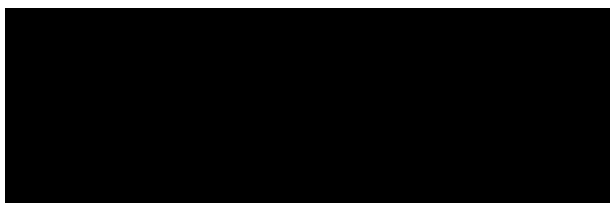


Our ref: OIA 22- 17

20 April 2022



**Re: OIA Request – relates to a Masters Applied Management qualification**

I refer to your email and attached letter dated 29 March 2022 to the Education Review Office requesting the following under the Official Information Act 1982.

My response follows each question. I note your request that the questions be considered as applied to leadership/management roles within the middle to senior management levels of our organisation.

- 1. Would a candidate applying for a leadership/management type position in your organisation be required to do a task before the interview? (i.e. a phone screen, pre-test, etc) Or would the candidate have to complete a task after the interview such as - an aptitude test, numeracy/literacy or psychological profiling? Or are the interview and reference checking essentially the total recruitment process?*

For leadership/management roles ERO uses a mixture of recruitment agencies or direct recruitment. If we use a recruitment agent, then yes we would be both screening interviews and also a shortlisting interview. For some roles other testing eg psychometric is used on occasions but that is rare – all roles have both interviewing and reference checks plus any checks required by the Public Service Commission.

- 2. How are applicants chosen to be interviewed? (See the options below from a to c)*
  - (a) A representative from Human Resources goes through the candidate pool of CV's received?*
  - (b) A representative from HR and the hiring manager go through the candidates?*
  - (c) The hiring manager acting alone selects who is to be interviewed?*

A combination of (b) and (c) however at times the hiring manager may use another panel member

- 3. Does your organisation use 'BEI' type interviews for middle/senior leadership/management interviews?*

Yes

4. *If the answer to the above is 'no' how would you describe the type of interviews that are carried out?*

5. *Is a representative from HR on the interview panel? (Never/Always/Sometimes?)*

Sometimes.

6. *For 'BEI' style interviews does each panel member score the candidate and then these scores are combined to tally up to a grand total score?*

Yes, that is the process.

7. *Could a candidate who scores lower than the top scorer (e.g. came in second) still be considered the preferred candidate?*

Yes.

8. *What are some of the factors or conditions that might give rise to the above in question #8 above? (I.e. – team fit, personality, how panel felt about them?) Other factors?*

Team fit, the closeness of the scores means it is a preference.

9. *Are those in your organisation who do the interviewing trained in the BEI interview method?*

Yes, some have training in the BEI interview method.

10. *Once a candidate has been selected and employed by your organisation do you keep a record of how long he/she stays with the organisation? (length of tenure)*

Yes.

11. *Or do you keep records of how that candidate is tracking regards their role? (good performance appraisals, improvements plans? Unsatisfactory performance?)*

Yes

12. *Have you ever surveyed applicants who have been interviewed as to how they feel about the BEI interview process? If so, please share these results.*

No

13. *Does your organisation ever use recruitment firms to source candidates? (I.e. this approach is sometimes use for specialist positions or senior management type roles)*

Yes

14. *The candidate pool since Covid – March, 2020. In your view has the pool of candidates changed or got smaller since March, 2020. Has it taken longer to recruit for roles or have some roles remained vacant? Have there been other flow on effects since Covid impacted in March 2020?*

It has taken longer to recruit. In some Corporate areas we have not had any applicants at all and by and large candidates are wanting increased remuneration way above normal salary and wage movement.

Ngā mihi



Jeremy France  
Deputy Chief Executive Corporate Services  
Education Review Office | Te Tari Arotake Mātauranga  
National Office | Tari Matua