Record of selection decision

This sheet to be saved in the campiagn folder once complete

Role:	
TfL number:	
Recruitment Consultant:	
Assessment dates:	

Hiring Manager:	
2nd Assessor:	
3rd Assessor:	
4th Assessor:	

Competencies/tests (amend as required):	Competency Framework							Behaviours						Additional exercise					TOTAL INTERVIEW + EXERCISE	Tests			Offer: YES/NO/HOLD
	Communication & Influence	Responsiveness	Team Leadership	Safety Awareness				Active	Accountable	Collaborative	Direct	Fair and Consistent	Total - Interview /	Technical Question				Total exercise		Psychometric test 1 (percentile)	Psychometric test 2 (percentile)	Technical test	
Benchmark rating (optional):	3	3	3	3	3	3	3	3	3	3	3	3		3	3	3	3			%ile	%ile		
Candidate name																							
1																							
2																							
3																							
4																							
5																							
6																							
7																							
8																							
9																							

Justification for selection decision

These are the final scores for this role. I have made an objective selection decision and have provided rationale to substantiate the selection decision above.

Signature (hiring manager) **Name** **Date**

(type name if sent by e-mail)

Candidates should meet the minimum TfL benchmark of '3' to be appointed unless alternative benchmarks are identified and agreed.
Weightings and benchmarks must always be agreed in advance with the Recruitment Consultant. See the Hiring Manager's toolkit for more information.