

Candidate Journey

1. IS THE JOB RIGHT FOR ME?

"Do I have the right skills and attributes for this role?"
"Are the hours compatible with the work life balance I am looking for?"
"Is this the right location/role I would like to work in?"

2. APPLYING

To apply visit - <https://www.bhrhospitals.nhs.uk/current-vacancies>

Submit an application where you must detail as much information regarding education, qualifications, any previous experience. Provide a supporting statement why you are best suited for this role.

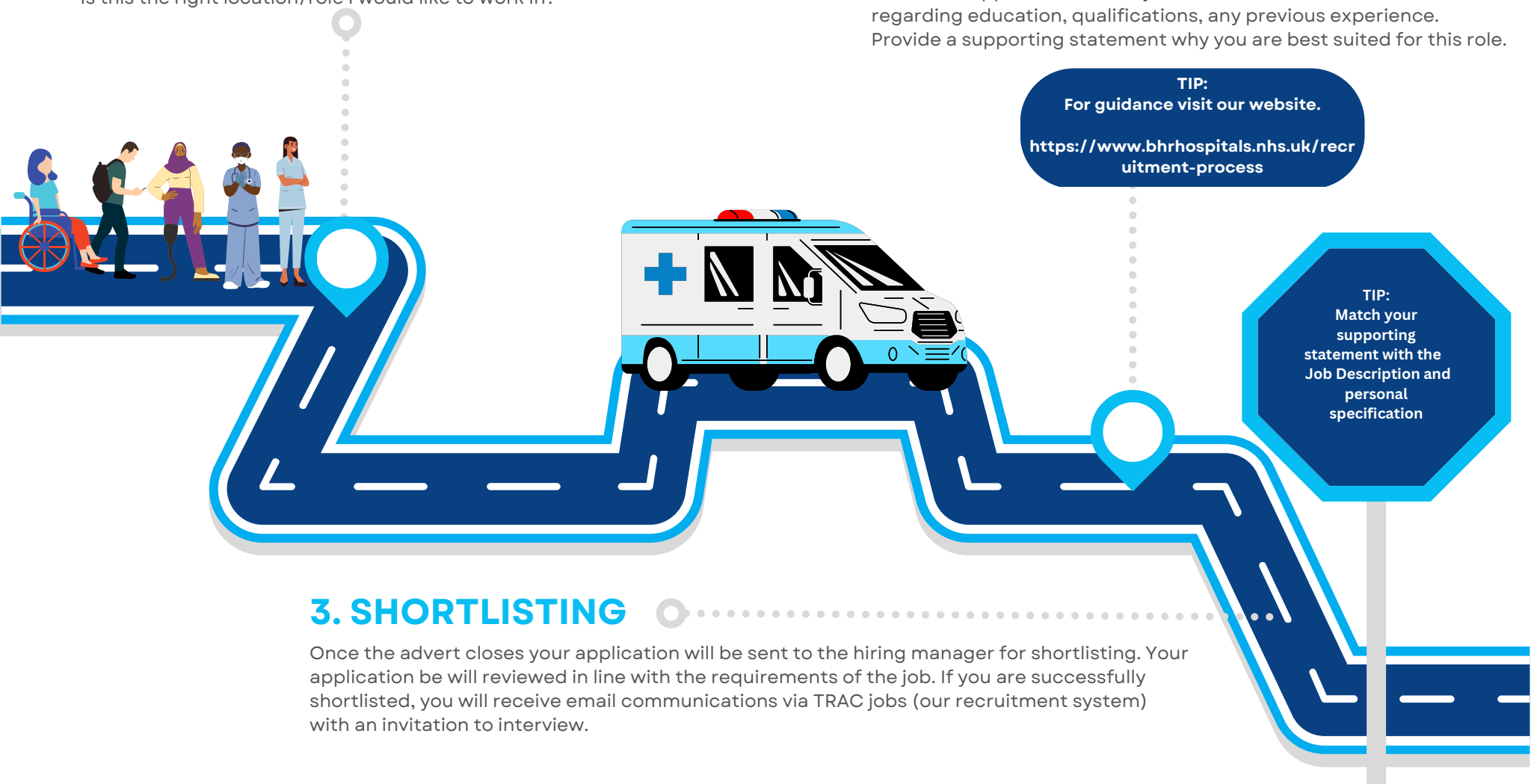
TIP:
For guidance visit our website.

<https://www.bhrhospitals.nhs.uk/recruitment-process>

TIP:
Match your supporting statement with the Job Description and personal specification

3. SHORTLISTING

Once the advert closes your application will be sent to the hiring manager for shortlisting. Your application will be reviewed in line with the requirements of the job. If you are successfully shortlisted, you will receive email communications via TRAC jobs (our recruitment system) with an invitation to interview.



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4. TIME FOR INTERVIEW

There will be a link in your invite which will enable you to book a time slot for your interview.

Interviews will take place either

- Face to face
- Virtually

Other selection methods may be used to assess your suitability for the role such as: tests, presentations, focus groups etc.

Tips:

- Test your internet connection, webcam and microphone
- Ensure you are in a quiet room for virtual interviews.
- Please ensure you read the Job Description and research about our organisation

<https://www.bhrhospitals.nhs.uk/recruitment-process>

5. OFFER

Should you be successful for the role, the recruiting manager will contact you with a verbal offer, which will be followed up with a offer of employment letter from our Recruitment Team. At this point you will enter the pre-employment stage of the journey, where we will conduct 6 employment checks to ensure you are compliant.

The six pre-employment checks

- ID Check
- Right to work check
- DBS Check
- Professional Registration and Qualifications
- Occupational Health check
- References

6. STARTING

Once you have been cleared of all the relevant checks, the Recruitment Team will advise your new manager to arrange a start date with you. Once a date has been agreed, you will receive an Unconditional Offer Letter and Contract.

You can now start planning for your first day at BHRUT.

7. ONBOARDING

As a new member of the Trust, you are required to participate in a Corporate Welcome induction and complete your statutory and mandatory training. If you are a Registered Nurse or Healthcare Assistant you will be required to undertake further induction.

