**Cumbria Fire and Rescue Service Oct 2024**

# Outcome Form

Managers should contact the successful candidate to give them a verbal offer. Where this is accepted, please complete the below form and send to the Resourcing team via Recruitment@cumbriafire.gov.uk

The Resourcing team will **not** begin pre-employment checks without a signed Outcome form. For information on pre-employment checks, please contact the resourcing team.

If you have any queries or would like this form in another format (larger print, Braille, different colour way) please contact Recruitment@cumbriafire.gov.uk

|  |  |
| --- | --- |
| **Appointed Candidate Forename(s):** |  |
| **Appointed Candidate Surname:** |  |
| **Appointed Candidate email:**  |  |
| **Please select one of the below options for this appointment:** |
| [ ]  **Internal fixed term transfer** | [ ]  **Internal permanent appointment** |
| [ ]  **External fixed term appointment** | [ ]  **External permanent appointment** |
| **If fixed term, how long will the appointment be for (months):** |  |
| **Fixed term expected end date:** |  |
| **Reason for fixed term appointment (select as many as relevant):**  | [ ]  Maternity cover[ ]  Sickness cover[ ]  Fixed term appointment cover[ ]  Grant funding[ ] Specific project[ ] Specific event  |
| **Job Title:** |  |
| **Job PG Number\***\*This can be found on the post specification |  |
| **Hours per week:** |  |
| **Post base\*:**\*this will be included in the contract |  |
| **Any other relevant information:** |  |

|  |  |
| --- | --- |
| **Line Manager name:** |  |
| **Line Manager Position:** |  |
| **Cost Centre\*:**\*Please note, Outcome forms without a cost centre included will be sent back to the manager.  |  |
| **Line manager signature** |  |
| **Date:** |  |

**Manager’s Checklist**

To be sent to the Resourcing team:

* Completed Outcome form
* Interview/Assessment sheets and notes
* Copies of candidate proof of Right to Work checks

The above documents should sit with the Resourcing and Talent team for GDPR compliance.