



Recruitment and Selection Survey

Human Resources & Customer Services aim to provide a high quality, responsive recruitment and selection service to Tendring District Council and all those that apply to join the Council.

To achieve this we must evaluate its activities by use of customer surveys.

Therefore, I would ask for your co-operation in answering the following questions. Your responses will be treated as confidential and if you choose to respond, may be returned with your application or separately.

POSITION APPLIED FOR:.....

DATE:.....

ADVERTISEMENT

1. Did the advertisement provide all the basic information you needed? Please circle. YES/NO

If NO, please indicate what other details you would have liked to have seen included?

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2. Where did you see the advertisement? Please circle.

INTERNET JOB CENTRE WORD OF MOUTH PAPER (please indicate) _____

OTHER (please indicate) _____

3. Which of the following words would you use to describe the advertisement? Please circle the appropriate word(s).

BORING PERSUASIVE INTERESTING EYECATCHING

If you do not consider any of the above words to be appropriate, please enter your own description.

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RESPONSE TIMES

4. How did you request your application pack? Please circle.

TELEPHONE E-MAIL CALLED INTO OFFICES INTERNET OTHER

5. How long did it take for you to receive the application pack?

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APPLICATION PACK

How would you rate the presentation and content of the following?

Please circle the appropriate number.

	Excellent					Poor
	6	5	4	3	2	1
Application form	6	5	4	3	2	1
Job Description	6	5	4	3	2	1
Person Specification	6	5	4	3	2	1
Candidate Information Booklet	6	5	4	3	2	1

Is there any other information you would wish to have received? Please circle. YES/NO

If YES, please indicate what areas you would like to have been covered.

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ANY OTHER COMMENTS

If you have any other comments to make, please give them below:

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Thank you for your completing this survey.

Please return this form to:

**Human Resources & Customer Services,
Tendring District Council,
Town Hall,
Station Road,
Clacton on Sea,
Essex,
CO15 1SE.**