

Reference Information for all Applicants

To ensure that the recruitment procedure proceeds as quickly as possible you must provide the appropriate information in respect of your references. It is the responsibility of the applicant to ensure that they have approached the referees and received their permission to put their name forward.

Your references must include:

- Your current or most recent line manager
- Any previous line managers for the last 3 years of your employment/academic history (as appropriate). If you are a student, please provide contact details of a teacher/lecturer/tutor at your school, college or university.
- E-mail addresses should be supplied wherever possible as all references will be sent via e-mail.

Please note that personal references such as friends and relatives are not acceptable.