*Exempt from public disclosure: offl § 25*

**Appointment from the nominating committee for the position as Postdoctoral Research Fellow, 1352, in (field) at the Department of XXXX, the Faculty of Mathematics and Natural Sciences**

**Ref: xxxx/xxxx**

*Text marked in red and italics is indicative text for the committee, and shall be deleted upon completion of the document.*

1. **Introduction**

At the Department of XXX, a vacancy was announced as Postdoctoral Research Fellow, 1352, in (field) with application deadline (date).

At the application deadline, there was xx number of applicants for the position.

**1.1 Appointed nominating committee:**

* Title name, place (leader)
* Title name, place
* Title name, place

*Alt.* (Title Name) was included as a resource person.

**Impartiality**

*Short description of impartiality, if any of the members of the committee have any ties to the applicants. If the members of the committee have been a supervisor, co-author etc. some time ago, they can assess their own impartiality in relation to this and they are not necessarily partial. If none of the members have any ties, then the statement below can be used.*

None of the committee members has any ties as a supervisor, co-author, project employee to any of the applicants, nor any other form of personal relationship.

**2.0 About the position**

*A short description/summary, copy from the advertisement. For more details, please see the attached advertisement.*

**3.0 Basis for the assessment**

The assessment is made based on the guidelines and regulations as shown below:

* Qualification requirements in the announcement text
* [Guidelines concerning appointment to post doctoral and research posts at UiO](https://www.uio.no/english/about/regulations/personnel/academic/guidelines-appointment-postdoc-researcher.html) point 5
* [Regulations concerning terms and conditions of employment for the posts of post-doctoral research fellow, research fellow, research assistant and resident.](https://www.uio.no/english/about/regulations/personnel/academic/regulations-employment-conditions-postdoc.html)

**Applicants with an immigrant background, gaps in CV and disability**

At least one qualified applicant with an immigrant background, gap in CV and disability must be invited for an interview. *Comment if no applicants with an immigrant background, gap in CV or disability are considered qualified. Please note that is only applies for applicants currently living in Norway.*

**3.1 Candidates who are considered not qualified**

*All applicants must be assessed*

**Name (ID: xx)** *- Reference must be made to justify the basis for disqualification. For example, not submitted academic transcripts, education in the wrong field, doctoral dissertation not submitted for evaluation by closing date etc.*

**3.2 Candidates who are considered qualified - not invited for an interview**

*Give a brief justification why other qualified candidates were not invited for interviews.*

**Name (ID: xx) -** *Reference must be made to justify why the candidate in question was not invited for an interview*

*For example, the research profile not aligned with the project, not among the top-ranked candidates on the basis of an overall assessment of their previous research experience and the fit to the project.*

**4.0 Candidates who are considered qualified - invited for interview**

*Evaluation of each candidate with an account of the interview and references. It is especially important to present the candidate's account of research plans, suitability for the position, motivation and other things that emerge in the interview.*

**Name (ID: xx), PhD in xx, year of defense, educational institution**

I. Assessment of scientific qualifications

II. Assessment of any pedagogical qualifications *(only applies to positions with teaching duties)*

III. Assessment of professional experience and other qualifying activities

IV. Impressions from the interview

V. Feedback from the reference interview

VI. Conclusion

**5.0 Conclusion and ranking**

*Comparative assessment of qualified candidates and justification for the ranking. Generally, three applicants or more will be nominated and ranked when there are several qualified applicants for a position. A justification for the order in which the nominated applicants are ranked must be given. If only one candidate is suitable for nomination, this must be justified separately.*

*If there is disagreement among the nominating committee, the various opinions must be stated in writing.*

Place /date:

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Name Name Name