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| A close-up of a sign  Description automatically generated  **Purchasing & Supply Manager**  **Shortlisting evidence Template** | |
| **Please complete the form below in FULL adhering to the 500-word limit for each of the shortlisting criteria (i.e. max of 1500 words). Then save in a Word document format and upload to the ‘supporting evidence’ section of the online application.**  **Please note that for shortlisting purposes we will be removing ‘Name’ and ‘National Insurance number’ and each candidate will be provided with a candidate number for anonymised shortlisting.**  **For any queries please contact** [**recruitment@southwales-fire.gov.uk**](mailto:recruitment@southwales-fire.gov.uk) **or for internal queries, please contact us via 24/7** | |
| **Full Name:** |  |
| **National Insurance Number:** |  |
| **Anonymised Candidate Number (to be completed by FRS HR team)** |  |
|  | |
| **Shortlisting Criteria 1:** Can you outline your experience with finance and procurement within the public sector? | |
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| **Shortlisting Criteria 2:** Can you describe your experience in managing a team? | |
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| **Shortlisting Criteria 3:** Describe your ability to work in full adherence to organisational policies and legislative guidelines, whilst ensuring the confidentiality of sensitive information? | |
|  | |
| **Shortlisting Criteria 4:** Can you demonstrate your ability to lead, engage, and inspire both internal colleagues within the Fire & Rescue Service and external partners? | |
|  | |
| **Shortlisting Criteria 5:** How do you demonstrate your commitment and ability to develop yourself, others, and teams to enhance organisational effectiveness? | |
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| **Shortlisting Criteria 6:** How do you ensure you understand and apply relevant information to make decisions that align with key priorities and requirements? | |
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| **Closing date – 28/02/2025** | |