



Date: 19.03.2019

Ref.: Anti-corruption Expert – RAI Core Staff

Finance and Administrative Officer prepared the Evaluation report for the above stated vacancy (hereinafter Evaluation report)

EVALUATION REPORT

for the position of Anti-corruption Expert – RAI Core staff. Based on the conducted evaluation, RAI Steering Group agreed to offer the Employment Contract to Ms. Aneta Arnaudovska.

EXPLANATION

Vacancy announcement was published on RAI website and social media profiles on December 19, 2018 with deadline for applications on January 27, 2019.

Applications to this vacancy were to be submitted by potential applicants via email to vacancy@rai-see.org.

1. Timetable

	DATE	TIME	VENUE/DETAILS
Vacancy Announcement	19.12.2018	N/A	RAI website and social media profiles
Deadline for submission of applications	27.01.2019	23:59 (CET)	vacancy@rai-see.org
Applications technical evaluation session	26.02.2019		RAI Secretariat premises/ closed session
Interviews	12.03.2019	10:15-13:00	Skype/in person interviews

2. Evaluation

Candidate applications were be evaluated using a cumulative analysis method taking into consideration the combination of the applicant's experience, education, and qualifications.

During the technical evaluation of received applications, it has been noted that:

- Number of received applications: nineteen (19);



- Number of applications that comply with the formal requirements of the call: twelve (12);

The technical evaluation is as follows:

Technical Evaluation – (50%)	
Applicant	Average Score (3-member committee)
	/50%
Applicant 1	28
Applicant 2	36.7
Applicant 3	44
Applicant 4	38.3
Applicant 5	30
Applicant 6	41
Applicant 7	47.7
Applicant 8	40.3
Applicant 9	25
Applicant 10	24.3
Applicant 11	20.3
Applicant 12	34.7

In accordance with the Vacancy Announcement, top five applicants were invited for interviews scheduled for March 12, 2019 during 29th Steering group Meeting in Sarajevo, Bosnia and Herzegovina. Interview questions were prepared by the Secretariat and approved by the Steering Group.

Head of the Secretariat addressed interview questions with candidates, while the Steering Group members evaluated all interviewed candidates using the standard evaluation form. All interviews followed the same procedure, including core questions and timing, to ensure all candidates have an equal opportunity to present themselves.

In accordance with the Office Policies Manual, Section 3.3.8 Hiring, the employment contract shall be offered to applicant who received the highest score out of technical evaluation (50% of total score) and interview (50% of total score).



Total scores are as follows:

Applicant	Technical Evaluation	Interview	Total Cumulative Score
	/50%	/50%	/100%
Applicant 3	44.00	33.69	77.69
Applicant 4	38.30	29.52	67.82
Applicant 6	41.00	35.52	76.52
Applicant 7	47.70	38.65	86.35
Applicant 8	40.30	42.92	83.22

RAI Secretariat reached out to the referees that the Applicant 7 provided in the application.

3. Conclusion

Based on the total scores, the Steering Group agreed to offer the contract to the Applicant 7/Ms. Arnaudovska. As both first and the second ranked candidate performed very well at the interview, and as there is a small difference in cumulative scores between them, it was agreed that in case Ms. Arnaudovska does not accept the employment contract, or in case she does not perform adequately during the probation period, the employment would be offered to the second-ranked candidate.