



Evidence Log

At each stage of the selection process, you need to ensure that you have as much clarity as possible about what they are seeking and what your strongest evidence is that demonstrates as far as you possibly can that you are the best candidate

1) The application stage

To enable you to present the best possible evidence, before making an initial contact about a specific job opportunity and ideally before completing an application form, complete the following evidence log

From the information provided or researched, the key skills, strengths, attributes, abilities and experiences are they looking for?	The STAR evidence I am going to provide will be



2) The first selection intervention

The first selection intervention for a specific job opportunity might be a telephone conversation, an informal chat, a formal interview, or some other format, whatever it is, make sure that you have completed the following log

In addition to the analysis completed in Stage (1) above, what other key skills, strengths, attributes, abilities and experience are they looking for?

The STAR evidence I am going to provide will be



3) Each subsequent selection intervention

If the selection process has several stages, then you should undertake the same cumulative exercise before each one, so you are gradually building an increasingly accurate and thorough understanding of what they are looking for and what you have to offer

In addition to the Stage (1) and (2) analysis above, what other key skills, strengths, attributes, abilities and experiences are they looking for?

The STAR evidence I am going to provide will be