



Candidate Information Pack

Foreign, Commonwealth and Development Office Director of Communications

SCS Pay Band 2 Closing date 10 March 2023



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Foreign, Commonwealth & Development Office



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Welcome Messages

Opening message from Sir Philip Barton, Permanent Under-Secretary at the FCDO



Thank you for your interest in a role at the Foreign, Commonwealth and Development Office (FCDO). We are in an era of complex and growing international challenges. It is more important than ever for us to work with our allies and partners to shape the new global context, build a better, more secure and more prosperous world.

The Foreign, Commonwealth and Development Office, created in September 2020 following the merger of the Foreign and Commonwealth Office and the Department for International Development, is at the heart of this effort. Our purpose is to deliver for the UK internationally, leading the Government's diplomatic, development and consular work around the world.

The creation of our new Department is a multi-year transformation programme. We have made good progress. We now have a single mission, purpose and set of priorities; a new operating model; a single budget with common financial controls and a common assurance framework; a shared ambition for culture; new corporate governance structures; a unified technology platform and integrated finance and HR system. We are in the process of bringing in unified terms and conditions for our staff.

The work we have done to bring together the Government's diplomatic and development expertise has already helped us to deliver real-world success. In 2021, we spearheaded a year of UK leadership through the G7, COP26 and Global Education summits. We have led international action in the face of Russian aggression in Ukraine; put in place a major new strategy for international development; and developed ground-breaking partnerships such as AUKUS, the first dialogue partnership with the Association of Southeast Asian Nations in 25 years, a new Atlantic Charter, and roadmaps with Israel, Indonesia and India. We exceeded our targets for providing consular support to British nationals and reached nearly 12 million people with UK humanitarian assistance.

First-class communication that shifts attitudes and behaviours is essential to our success. The FCDO communication function is continuously seeking to improve with an emphasis on audience focused, insight led and creative communication. You could play a central role in helping us to build on these achievements and move our Department, and our people, forward.

I am looking for someone with broad experience in different communication disciplines at a senior leadership level and internationally, with the proven ability to take a strategic approach to communication to enable and deliver Departmental priorities.



You will need to be an inclusive, supportive and empowering leader, proven in building capability, with exceptional influencing and stakeholder engagement skills, excellent judgement and an understanding of foreign policy and development issues.

You will join the FCDO Board and Executive Committee as part of a talented, experienced and supportive senior leadership team in a Department that puts delivery first, values expertise, insight and diverse perspectives, encourages innovation and learning and aims to lead with kindness and respect. I can guarantee a fascinating and rewarding job, at the centre of world events and with the opportunity to make a real difference to people's lives.

I look forward to hearing from you.

Sir Philip Barton, KCMG OBE



The Government Communication Service

I feel privileged to lead the Government Communications Profession (GCS). Our mission is to deliver exceptional public service communications that make a difference to people's lives. People work in GCS because what we do matters. Communications is changing fast, and we're looking for leaders who are not only brilliant communicators but who are able to navigate a complex and changing environment and inspire and motivate teams.

As Director of Communications at FCDO, you will also be part of the leadership of the Government Communication Service. We work together to improve the effectiveness and efficiency of government communications, to modernise the profession and harness the transformative power of technology for the public good, to build public trust, and to retain, attract and develop great communications talent.

I am looking for someone who shares my values and ambition for GCS. I want to create an open and inclusive culture, where new ideas and innovation are welcome, where we are brave in pushing boundaries and taking calculated risks, and where everyone can flourish. I think you will feel stretched and excited by the work, have an opportunity to work with great people and feel that you are genuinely part of something bigger than any of us.

Simon Baugh



Simon was appointed Chief Executive of the Government Communication Service in 2021. He is responsible for the government's communication strategy, management of the Cabinet Office operation, and leadership of the profession across ministerial departments and arm's length bodies. He oversees cross-government communications coordination and delivery, and sets and assures standards for communications.

Prior to leading GCS, Simon was Director of Communication at the Home Office, Department for Exiting the EU, and the Department for Transport. He has spent most of his career in private sector communications, including nine years at Heathrow Airport.



About the GCS

Our mission is to deliver exceptional public service communications to support ministers' priorities, enable the efficient and effective operation of public services, and ultimately improve people's lives. Our aim is to be a visible, trusted, strategic partner across government, delivering world class public service communications.

Who we are

GCS is a group of passionate individuals with expertise in all communication disciplines, set towards changing behaviour for the public good. We support and promote the work of 25 ministerial departments, 21 non-ministerial departments and over 300 agencies and other public bodies. From Whitehall to Whitehaven, Inverness to Cardiff and Belfast, Scotland, Wales and Northern Ireland. Overseas, GCS International (GCSI) works with foreign governments to build their communications capability. We work in partnership to help tackle the big challenges facing the country, and this government's response to them.

Our role alongside government

GCS is the professional body for public service communicators working in government departments, agencies and arm's length bodies. Communication is one of the four main critical levers of government for effecting change alongside legislation, regulation and taxation. We provide an exceptional standard of professional practice to support the government, implementing the priorities of the Prime Minister and the Cabinet to build a stronger economy, a fairer society, a United Kingdom and a global Britain. The importance of communication as a lever to deliver on these policies is more important than ever before.

The future of GCS

The communications profession is changing fast and there are many challenges facing GCS, particularly in technology and data development. The central challenge for GCS is how to modernise, to harness these changes for the public good – to continue to deliver we need a revolution in our own skills and capability, especially in data, audience insight, and digital communications. As Director of Communications, you will play an influential and ongoing role in the future of the profession. We also want to help the great people working in GCS to develop their careers in a diverse and inclusive culture, with a long-term ambition to have the strongest learning and development offer for communications professionals of any employer in the UK. The combined experience, expertise and capability of GCS colleagues is what makes us successful as a profession. To find out more about what we do, go to https://gcs.civilservice.gov.uk

Why join the FCDO?

The Foreign, Commonwealth and Development Office is the Government's lead Department for international affairs. We promote the interests of British citizens, safeguard the UK's security, defend our values, reduce poverty and tackle global challenges with our international partners.

As the pace of geopolitical change is intensifying, our work is even more vital. We are investing in the global relationships we need for the long-term, countering adversaries and shaping an international order based on the values, openness and stability on which our security and prosperity depend.

We are a relatively new Ministerial Department, following the merger of the Foreign and Commonwealth Office and the Department for International Development in September 2020. We are supported by 12 agencies and public bodies and we employ around 17,000 staff across 280 locations overseas and in UK offices in London, East Kilbride and Milton Keynes.

Working at the heart of the FCDO will provide you with an opportunity to work on a wide range of international issues, from supporting Ukraine to win the war against Russia to building stronger relations with countries in the Indo-Pacific; from providing consular support to British people, to standing up for the rights of women and girls around the world and so much more.

To deliver this, we are building a One FCDO team that takes the long view, investing patiently and effectively in the outcomes we want to achieve in the long-term; and combine this with the agility to respond to changing priorities and emerging risks, shaping world events rather than being a commentator on the sidelines. We trust and empower our staff, encouraging them to lead HMG internationally to deliver greater coherence and impact.

We expect all our leaders to foster a kind and respectful environment, enabling their colleagues to be the best they can be and encouraging an inclusive and diverse workforce who work together efficiently, systematically and supportively to solve problems.



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The Role and Person Specification

The Role

You will lead the FCDO Communication function, whose purpose is to help deliver our foreign policy and development objectives by changing attitudes and behaviours amongst domestic and global audiences and engaging our workforce to enable them to be the best they can be.

If you believe in the power of words and images to improve lives, are a proven inclusive and inspiring leader, and thrive in an ever-changing communication environment then this is the role for you.

Key Responsibilities

As the most senior professional communicator in the Foreign, Commonwealth and Development Office, you will lead a team of over 150 communicators based in the UK, covering the full spectrum of communication disciplines: news, digital, internal, insight and evaluation, strategy and planning. The communication function has been redesigned recently following the merger of the previous Departments and you will find an energetic, enthusiastic and capable team focused on audience-led communication that delivers tangible outcomes. You will manage an annual budget of £11.5 million.

You will be responsible for ensuring that the Department has the communications capability it needs as the leader of the communications function. You must be able to act as lead adviser to the department and its ministers on all aspects of communication activities, ensuring they are provided with high quality professional advice. You will demonstrate expertise and sound judgement. You and your team will work alongside Special Advisers to identify practical solutions for managing the reputation of all parts of the department, ensuring that the communication team deals quickly and proactively with politically sensitive issues.

You will need to work closely with FCDO colleagues in every time zone of the world and will have the opportunity to travel in your role as Head of Profession with responsibility for the quality and continuous improvement of professional communication across the FCDO network. You will advise Ambassadors and their communication teams, seeking to ensure a consistent global narrative on the Government's foreign and development policy while tailored to local audiences. You will also have the opportunity to build strong relationships with Directors of Communication in foreign governments around the word as you identify areas for collaboration.

Finally, you will lead the Department's approach to maximising the UK's soft power overseas making the most of global sporting events and UK leadership on science, tech and innovation.



You will be a member of the FCDO's Executive Committee and Management Board, advising the senior leadership on communication of the corporate agenda and overseeing delivery of key corporate events such as all-staff meetings and the annual Heads of Mission Conference. You will act as the Board sponsor for Transparency.

Additional Responsibilities

As a senior leader in the Government Communication Service, you will work closely with Directors of Communication (DoC) from other Departments and the central GCS team. You will support the Executive Director of Government Communication in the design and delivery of the Government's communication strategy, ensuring that the international agenda is fully incorporated into government plans and is joined-up across government. You will attend Government DoCs meetings and ensure delivery in the FCDO of best practice in government communication. You will also lead on the delivery of cross Whitehall communication strategies as part of the National Security Council official level structures.

Transformation and Culture Leadership

Shaping the FCDO as it transforms and leading the culture we want to see is integral to every senior leadership role in the FCDO. You will set and deliver a compelling vision for your portfolio of responsibilities; work collaboratively across DG Areas with Directors, Heads of Mission and the Permanent Under-Secretary, as well as with Ministers, wider Government and international partners where appropriate. You will use evidence, data, metrics and evaluation to drive impact.

How we as leaders make decisions, do the job and behave will set the tone for our people. We expect our leaders to be accountable for FCDO ambitions on inclusion and diversity, leading their teams with inclusivity and respect, and to role model our cultural vision.

- We draw on the expertise, insight and diverse perspectives (and diversity of thought) of people across and outside the FCDO in our decision-making. We frame our decisions within a long-term approach. We are transparent about the rationale for decisions.
- We encourage and reward innovation including in the use of data and digital. We are agile in our approach, and our use of resources, alert to emerging opportunities/challenges and open to change. We are all clear on what we are expected to deliver and supported in doing so. We all look to reduce duplication and unnecessary process.
- We put respect and kindness first. We are committed to including people and getting to know each other. We will ensure we take care of each other's wellbeing. We are efficient and systematic in how we collaborate. We work together supportively to solve problems.



Person Specification

It is important that in your application you provide evidence and examples of proven experience of these selection criteria. These responses will be developed and discussed with candidates invited to interview. The successful candidate will be able to demonstrate the following:

Essential

- A broad communications skillset and a proven ability to leverage communications initiatives to deliver organisational/departmental priorities, operating at the most senior level.
- Demonstrated experience influencing, managing and delivering through senior stakeholder relationships and partnerships, both internally and externally, including the capabilities to build strategic harmony, manage conflict and negotiate.
- Evidence of balancing the strategic and the reactive, using data-driven, measurement-led techniques to inform end-to-end communications activities.
- A proactive approach to anticipating and managing risk.
- Experience leading large teams in a distributed work environment and a track record of building engaged, inclusive and high-performing teams; an established approach to building communications capability across the organisation.

Desirable

- Experience working in an international context will be advantageous but is not essential.
- Internal communications experience is preferable but not essential.
- A deep technical knowledge of foreign policy, developmental issues and wider Government priorities is not critical; however, an interest and an aptitude for learning will be key.

Diversity is vital to the success of this role, and to the Civil Service as a whole. We actively welcome applications from candidates from all backgrounds, with different experiences and perspectives – and we are committed to ensuring that we work in an inclusive way that means everyone in the Civil Service can perform at their best.



Terms

Location

This role can be based at one of our Headquarters offices in London or East Kilbride, but please note that due to the nature of the role, frequent travel (three-four days a week) to our London HQ at 2 King Charles Street, Whitehall is required.

Salary

This is an SCS Pay Band 2 role. The successful candidate should expect to earn circa £120,000 per annum. Existing Civil Servants on level transfer will retain their existing base salary. Candidates on promotion will have their substantive base salary increased by 10% or start on the minimum of the SCS PB2 scale of £95,000 per annum, whichever is higher. In addition, if based in London, you will be eligible for a £2,000 Location Allowance.

Contract Type

This role is being offered on a permanent basis. The role is subject to assignment duration for three years. Please see FAQs for further information.

Nationality and Residency

You will be eligible for appointment only if:

1. You are a British citizen; and

You have been resident in the UK for five out of the last ten years immediately prior to your application. Please note: at least one year of this must have been a consecutive 12 month period, unless you have served overseas with HM Forces, or in some other official capacity as a representative of His Majesty's Government, or have lived overseas as a result of your parent's or partner's Government employment.

You should be aware that a lack of sufficient background information may preclude you from being granted security clearance.

Applicants who are dual nationals may have a more challenging time in gaining the necessary security clearance and are therefore advised to contact the FCDO's Personnel Security Team (email <u>esnd.pst@fcdo.gov.uk</u>) for advice in advance of submitting an application. All cases are considered on an individual basis, depending on individual circumstances.

Developed Vetting and Other Checks

This job requires Developed Vetting security clearance as a condition of employment. You will also need STRAP level clearance. If you are successful at interview, you will be asked to complete a number of security questionnaires. Employment references will also be obtained.



There will be checks on your nationality and other matters, before a formal offer of appointment can be made, including checking applicant details against the Cabinet Office Internal Fraud Database (see section below).

Flexible Working

This is a full-time role. We encourage flexible working requests, to help us role model this approach to the wider organisation. This could include some remote working, flexible start and finish times, job sharing or compressed hours. Please indicate what flexibility you would like in your application, and we will explore what's possible for this role with you. The current jobholder works compressed hours.

Benefits of Working in the Civil Service

Whatever your role, we take your career and development seriously, and want to enable you to build a successful career with the FCDO and wider Civil Service. Civil Service pension arrangements will apply, and you can visit the Civil Service Pension Scheme website for more details. If you are transferring from another employer who offers the Civil Service pension arrangements, you will continue to be covered by those arrangements for the duration of this appointment. The role includes 25 days annual leave, increasing on a sliding scale to 30 days after five years' service. (This is in addition to eight public holidays and one privilege day.)

Cabinet Office Internal Fraud Database (IFD) Check

From 29th January 2018, the FCDO started providing the Cabinet Office with information about employees who have been dismissed for fraud or dishonesty offences. This information is the individual's name, date of birth, national insurance number and a general description of the relevant misconduct. This also applies to employees who resign or otherwise leave but who, because of an adverse decision by the investigation panel, or decision maker, would have been dismissed for fraud or dishonesty had they continued in employment.

The Cabinet Office input this information onto a database – the Internal Fraud Database (IFD) – and retain it for a period of five years from the date of dismissal (or the date employment ended). It shares with the Foreign, Commonwealth and Development Office the name, date of birth and national insurance numbers of the staff included on the IFD. Where an applicant to a department is successful in interview, the FCDO will, as part of its pre-employment screening, check applicant details against the information received from the Cabinet Office. Any applicant who is included in the IFD will be refused employment.

Conflict of Interest

If you or your spouse/partner has any business interest or conflict of interest with the activities of the Foreign, Commonwealth and Development Office, you will be expected to declare this at a later stage. You will also be asked to inform us of any indirect conflict of interest you may have through any other family member or partnerships.

Confidentiality

You will be subject to the provisions of the Official Secrets Act.



FCDO and General Data Protection Regulation (GDPR)

Personal data collected as part of this job application will be processed in accordance with the FCDO's Data Protection Policy and Privacy Notice. You can read this <u>here</u>. The Privacy Notice explains what personal data the FCDO holds about you, how we collect it, and how we will use and may share information about you.

The Civil Service Code

Information about Civil Service values can be found in the <u>Civil Service Code</u>.



How to Apply

Civil Service external recruitment processes at Director level are regulated by the Civil Service Commission, and we follow clear guidelines to ensure that our recruitment is fair and open. You can find further information here: <u>Civil Service Commission Recruitment Principles</u>. We also design our recruitment processes to reflect our values-based approach to HR (using staff engagement panels, for example) and to ensure that shortlisted candidates have the opportunity to meet key stakeholders for the role, before they join us.

The recruitment process is being undertaken by Russell Reynolds Associates on behalf of the FCDO. Please submit your full application by email to <u>responses@russellreynolds.com</u>. Please quote the role title and assignment code **2301-091L** in the subject heading of the email. All applications will be acknowledged and considered by the selection panel.

Your submission should include:

- A CV setting out your career history, with key responsibilities and achievements.
- A Statement of Suitability (no longer than two pages) explaining your personal skills, qualities, abilities and experience relevant to the requirements of the job in support of your application with particular reference to the essential criteria in the person specification. It should also describe your vision for the job and how you would propose to approach this if appointed.
- A completed <u>Diversity Questionnaire</u>. The FCDO is committed to equal opportunities. Our officers are recruited on merit, through fair and open competition. We seek our strength through diversity and appoint suitably qualified individuals regardless of ethnicity, religion, sexual orientation, gender, social backgrounds, age or disability. To help us ensure that our recruitment activity reflects the diversity of British society, we would be grateful if you could complete the diversity monitoring form. As part of the application process, you will be asked a number of diversity-related questions. If you do not wish to provide a declaration on any of the particular characteristics, you will have the option to select 'prefer not to say'. All monitoring data will be treated in the strictest confidence and will not be provided to the selection panel. The information you provide when submitting your application will help us monitor our progress towards the Civil Service becoming the most inclusive employer. See the Civil Service Diversity and Inclusion Strategy for more information.

The closing date for applications is 23:59 on Friday 10th March 2023.

If you wish to speak to a member of the team before submitting an application, please contact responses@russellreynolds.com

Selection Panel

The Civil Service Commission has two primary functions: Providing assurance that selection for appointment to the Civil Service is on merit on the basis of fair and open competition. For the most senior posts in the Civil Service, the Commission discharges its responsibilities directly by overseeing the recruitment process and by a Commissioner chairing the selection panel. More detailed information can be found on the Civil Service Commission website.

Martin Spencer, Civil Service Commissioner, will chair this process.

In addition to Martin Spencer, the other panel members will be:









Kumar lyer Director General, Economics, Science and Technology, FCDO

Simon Baugh Chief Executive, Government Communication Service





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Longlisting

The panel will assess your application to select those demonstrating the best fit with the role by considering the evidence you have provided against the essential criteria set out in the 'Person Specification' section. Failure to address any or all of these may affect your application. If you are longlisted, you will be invited to a preliminary interview with our executive search partners, Russell Reynolds. Following this, the panel will reconvene to agree a shortlist of candidates to progress to the final stages of the process.

Shortlisting

Shortlisted candidates will be offered the opportunity to meet with the Secretary of State. Martin Spencer, Civil Service Commissioner for this campaign will be present also. The timeline later in this pack indicates the date by which decisions are expected to be made, and all longlisted and shortlisted candidates will be advised of the outcome as soon as possible thereafter.

Assessment

If you are shortlisted, you will be asked to take part in a Staff Engagement Exercise, a Leadership Assessment and Government Communications Service professional assessment. These assessments will not result in a pass or fail decision. Rather, they are designed to support the panel's decision making and highlight areas for the panel to explore further at interview. Full details of the assessment process will be made available to shortlisted candidates.



Interview

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If shortlisted, you will be asked to attend a panel interview in order to have a more in-depth discussion of your previous experience and professional competence in relation to the criteria set out in the Person Specification. A short presentation may form part of your interview. Shortlisted candidates will be provided with full details in advance of interview. We hope that this process will be conducted in face-to-face sessions, but if you need any adjustments do let us know. Please let us know in your application if you are unable to attend an interview on the dates on page 18 below.

Offer

Regardless of the outcome, we will notify all candidates as soon as possible after the final interview

As outlined above, this recruitment process will be regulated by the Civil Service Commission. If you feel your application has not been treated in accordance with the Recruitment Principles, and you wish to make a complaint, please contact <u>csc.recruitment@fcdo.gov.uk</u> in the first instance. If you are not satisfied with the response you receive from the Department, you can contact the Civil Service Commission direct at: <u>info@csc.gov.uk</u>.





Expected Timelines

We will try and offer as much flexibility as we can, but it may not be possible to offer alternative dates for assessments or interviews. You are therefore asked to note the below timetable, exercising flexibility through the recruitment and selection process, to meet the dates given. Please note that these dates may be subject to change. If you anticipate any difficulties attending, please alert responses@russellreynolds.com upon application.

We expect the process and timing to be as follows:





Frequently Asked Questions

Can I apply if I am not currently a Civil Servant?

Yes. This role is open to all candidates that can meet the nationality and security requirements.

Is this role suitable for part-time working?

No. This role is available for full-time or other flexible working arrangements (including job share partnerships). If you wish to discuss your needs in more detail, please use the contact details provided above.

Will the role involve travel?

Occasionally, some travel to other sites outside of the designated location may be required.

Where will the role be based?

If successful, you will be based in our London or East Kilbride HQ. Relocation costs will not be reimbursed. Due to the nature of the role frequent travel (3-4 days a week) to our London HQ at 2 King Charles Street, Whitehall is required.

Can I claim back any expenses incurred during the recruitment process?

No. Unfortunately we will not be able to reimburse you, except in exceptional circumstances and only when agreed in advance.

Why is this post reserved for UK Nationals?

Certain posts, notably those concerned with security and intelligence, can be reserved for British citizens. This is a reserved post.

Is security clearance required?

Yes. If successful you must hold, or be willing to obtain, security clearance up to Developed Vetting and STRAP level. More information about the vetting process can be found <u>here</u>.

What reasonable adjustments can be made if I have a disability?

We are committed to making reasonable adjustments in order to support disabled job applicants and ensure that you are not disadvantaged in the recruitment and assessment process. If you feel that you may need a reasonable adjustment to be made, or you would like to discuss your requirements in more detail, please contact us as set out below.





Do you support the Disability Confident Scheme?

Yes. The FCDO is an accredited 'Disability Confident Employer' under the government's Disability Confident Scheme, which denotes organisations that have a positive commitment towards disabled people. We guarantee to interview anyone with a disability whose application meets the minimum criteria for the role, as outlined in the Person Specification in this pack. By 'minimum criteria', we mean you must provide us with evidence in your application which demonstrates that you generally meet the required level in each of the key criteria. If you wish to claim a guaranteed interview under the Disability Confident commitment, you need to complete and return the diversity monitoring form with your application. It is not necessary to state the nature of your disability.

What is an assignment duration?

This role has a minimum assignment duration of three years. An assignment duration is the period of time a Senior Civil Servant is expected to remain in the same post to enable them to deliver on the agreed key business outcomes. The assignment duration also supports your career through building your depth of expertise. As part of accepting this role you will be agreeing to the expected assignment duration set out above. This will not result in a contractual change to your terms and conditions.

What should I do if I think that I have a conflict of interest?

Candidates must note the requirement to declare any interests that might cause questions to be raised about their approach to the business of the Department. To ensure the integrity of the judgements and decisions they make every day, all civil servants must make sure that no conflict arises – or could be perceived to arise – between their public duties and their private interests. This is a requirement of our Civil Service Code and is designed to protect both individual civil servants and their employing departments. If you believe you have any interests that might be relevant (or be perceived as relevant) to your ability to undertake this role, please let Russell Reynolds Associates know early in the process. Such interests may be financial or may be related to the relationships you have with specific individuals, organisations, or employers. Our recruitment team will be able to discuss those interests with you and help work through potential next steps. Information about Civil Service values can be found in the <u>Civil Service Code</u>.

What do I do if I want to make a complaint?

If you feel your application has not been treated in accordance with the Recruitment Principles, and you wish to make a complaint, you should contact <u>responses@russellreynolds.com</u> in the first instance. If you are not satisfied with the response you receive, you can contact the Civil Service Commission.





Pre-Employment Screening Prior to a Formal offer of Employment.

The successful candidate will be subject to pre-employment screening checks. These will include confirmation of your identity, employment history over the last three years (or course details if in full-time education), nationality and immigration status, and criminal record (unspent convictions only). Candidates who are successful at interview will be, as part of pre-employment screening, subject to a check on the Internal Fraud Database (IFD). This check will provide information about employees who have been dismissed for fraud or dishonesty offences. This check also applies to employees who resign or otherwise leave before being dismissed for fraud and dishonesty had their employment discontinued. Any candidate whose details are found to be held on the IFD will be refused employment.

Contact us

Should candidates like to discuss the role in more detail before submitting an application, please contact responses@russellreynolds.com.