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| **Post:**  |
| **Candidates Name** | **Criteria** | **Comments** |
|  |
|  | **E1** | **D1** | **E2** | **E3** | **E4** | **E5** | **E6** | **E7** | **E8** | **E9** | **INT?** |  |
| Example | Y | Y | ? | N | ? | ? | ? | N | N | Y |  |  |
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D = Desirable, E = Essential

Y = Meet Criteria, N = Doesn’t Meet Criteria, ? = Alludes to Meeting Criteria (but could be clearer/more explicit)