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**Email:** [foi@finance-ni.gov.uk](mailto:foi@finance-ni.gov.uk)

**Date:** 20 October 2022

**Ref:** DOF/2022-0399

Dear Kerr

**Freedom of Information Act 2000**

I refer to your request for information under the terms of the above Act, dated 6<sup>th</sup> October 2022.

Your response is attached at Annex A.

You have the right to request a formal review by the Department within two calendar months of the date of this letter and if you wish to do so, please write to [foi@finance-ni.gov.uk](mailto:foi@finance-ni.gov.uk) or to FOI/EIR Unit, Department of Finance, 2nd Floor West, Clare House, 303 Airport Road West, Belfast BT3 9ED.

If after such an internal review you are still unhappy with the response, you have the right to appeal to the Information Commissioner at Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF, who will undertake an independent review.

Yours sincerely

NICSHR

**FOI DOF/2022-0399**

**Request**

1. The total number of current vacancies at SO grade throughout the NICS. This may require input from all departments and if so, I am happy for you to treat this as a round robin request and answer on behalf of all other department; however as NICSHR is the centralised HR function for the NICS and tasked with placing successful candidates into vacant posts declared, it should already hold this information.
2. Can you please advise which numbers on the merit list from the initial assessment are next to be called for interview and when that is planned to happen. E.g. assessment merit list 950-1249 are due to be called for interview before end of November 2022.
3. Can you please advise the proposed timeline for this competition with interviews and placements going forward. E.g. January 2023 Interviews 1450-1949, February 2023 placement letters for successful candidates from interview phase 3 etc.

**DoF Response**

I can confirm the department holds some of the information requested.

1. Details of the total vacancies in each department is not held centrally by Department of Finance. Each Civil Service Department is responsible for managing its resources – both financial and staff. Each department determines its individual workforce needs and is responsible for ensuring that any additional staffing resources are affordable.

When a Department identifies a vacancy it needs filled, the request is referred to NICSHR to initiate the process to fill the post. NICSHR liaises with all Departments on an ongoing basis to seek to prioritise recruitment activity within allocated financial and staff resources.

As at the end of September 2022, NICSHR was managing a caseload of 380 General Service Staff Officer vacancies to be filled from competition IRC275969. Details by Department are set out in Table 1.

**Table 1**

<b>Department</b>	<b>Headcount</b>
DAERA	114
DE	17
DfC	82
DfE	20
DfI	26
DoF	25
DoH	22
DoJ	43
PPS	1
TEO	30
<b>Total</b>	<b>380</b>

2. There is no plan to interview further candidates at this time.
3. There is no plan to interview further candidates at this time as there is merit list supply.