



Llywodraeth Cymru
Welsh Government

E-mail request

Our ref: ATISN 15639
Date: 19 November 2021

Dear

ATISN 15639

Thank you for your request which I received on 22 October 2021. You asked for the following information:

- The job description and person specification for the post HR Director (and if not covered in either of these documents, the qualifications and experience required for this role.

In light of the time that has passed since recruitment to the post, no job description is held. For the same reason, I can also confirm no information is now held on qualifications and experience required for the role. I am however able to provide you with the job evaluation form that was completed when the post was last recruited to (in the time since, some roles or responsibilities have changed).

If you are dissatisfied with the Welsh Government's handling of your request, you can ask for an internal review within 40 working days of the date of this response. Requests for an internal review should be addressed to the Welsh Government's Freedom of Information Officer at:

Information Rights Unit,
Welsh Government,
Cathays Park,
Cardiff,
CF10 3NQ

or Email: Freedom.ofinformation@gov.wales

Please remember to quote the ATISN reference number above.

You also have the right to complain to the Information Commissioner. The Information Commissioner can be contacted at:

Information Commissioner's Office,
Wycliffe House,
Water Lane,
Wilmslow,
Cheshire,
SK9 5AF.



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However, please note that the Commissioner will not normally investigate a complaint until it has been through our own internal review process.

Yours sincerely