

12 December 2023



Tēnā koe 

Thank you for your request to the Department of Conservation, received on 23 November 2023, in which you asked for:

1. *'The number of positions at the Department of Conservation that have been advertised since the 23rd of November 2013.*
2. *The full job title for each of those roles including job reference.*
3. *Whether each position was advertised internally or externally (or both).*
4. *The number of days that this position was advertised on the Department of Conservation careers website (internally and/or externally).*
5. *The number of applicants for each of these positions.'*

On 1 December 2023 you refined your request to include the number of positions, job title, internal/external advertisement details and number of applicants for all positions advertised between September 2017 to present. This was due in part to system limitations inherent in our recruitment platform. The requested refinement also reflected the notably large dataset that would have resulted from your original request which made it unserviceable.

We have considered your request under the Official Information Act 1982.

Regarding question 1, with assistance from our recruitment platform administrators, we have extracted the number of positions as well as the roles we have advertised in the date range specified. Please note however that due to previously stated system limitations these numbers only indicate the role and number of positions advertised – some of these advertisements may not have resulted in the successful recruitment of a candidate. Some will also be repeated advertisements of the same role, where the first round of recruitment was unsuccessful.

Question 4 of your request asks for *"the number of days that this position was advertised on the Department of Conservation careers website (internally and/or externally)"*. Our recruitment system does not store information regarding the number of days a role is advertised.

Subsequently this aspect of your request is refused under section 18(g) of the Official Information Act 1982 as the information requested is not held by the Department. In lieu of this data please refer to the following excerpt from the Recruitment, Selection and Appointment Policy which reflects our practices over the last 7 years:

“All permanent or fixed-term vacancies of more than six months must, as a minimum, be advertised on the DOC Employee Careers Centre for a minimum of 7 continuous days unless prior approval has been obtained from the Chief People Officer. All vacancies that are advertised externally must be advertised on the DOC Careers Site and the Government jobs website as standard and other sites as applicable for a minimum of one week.”

Our responses to questions 1,2,3 and 5 are provided in an Excel spreadsheet which accompanies our response:

ITEM	DATE	DOCUMENT DESCRIPTION	DECISION
1	11/12/2023	Recruitment data Sep 2017 - present	Released in full

You are entitled to seek an investigation and review of my decision by writing to an Ombudsman as provided by section 28(3) of the Official Information Act.

Please note that this letter (with your personal details removed) and attached documents may be published on the Department’s website.



Nāku noa, nā



Karyn Thompson
Chief People Officer
Department of Conservation
Te Papa Atawhai