STATEMENT

Date:
Reg. no PA 20XX/XXX

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Employment as *title of position* at *organisational unit* with registration number *PA 20XX/XXXX*

Regarding the appointment as *title of position* at*organisational unit* the following apply:

Requirements:

* *Requirements in the job specification*

Grounds for assessment:

* *Further grounds for assessment*

The employer’s assessment is that *Name* who has claimed the right of priority meets the qualification requirements. *Name* has… *(justification based on how well the applicant’s qualifications correspond to the job specification).*

Other claims to the right of priority were taken into account throughout the process but these applicants were not deemed to have sufficient qualifications for the position in question.

We hereby decide to appoint *Name (personal identity number)* *as of Day Month Year and until further notice, or for the period from Day Month Year to Day Month Year.*

*Type of employment: fixed term employment e.g. LAS 5:1 ALVA*

*Extent of employment: XX %*

For *organisational unit,*

*Name*

Head of department