Lewisham and Greenwich NHS Trust

Advice for Jobseekers

Welcome to Lewisham and Greenwich NHS Trust (LGT! This guidance supports both internal and external candidates, ensuring fair, transparent hiring and highlighting what you can expect during the process.

How to Apply Successfully

1. Review the Job Description & Person Specification
   Tailor your supporting statement to demonstrate how your skills and experience meet the essential criteria.
2. Complete the Application Form
   Use your own voice—AI assistance for structure is fine, but ensure your application reflects your personal insight and capability.
3. Declare AI Usage
   If you used AI tools, please declare this when prompted in the application system.

What to Expect in Our Process

Stage	What Happens
Shortlisting	Your application is reviewed and scored against the person specification. We ensure fairness through structured scoring and panel agreement.
Interview	You will be asked role-specific and scenario-based questions to assess your experience and values.
Offer & Pre-employment Checks	If successful, you'll receive a conditional offer via Trac. Recruitment will then carry out all relevant checks before confirming a start date.

Commitment to Fairness at LGT

LGT is committed to a fair and inclusive recruitment process. We ensure all applicants are assessed based on merit, using structured scoring, panel moderation, and blind shortlisting. Our hiring managers are trained in equality, diversity, inclusion and bias awareness, and we continuously review our processes for improvement.

Timeframes to Expect

- Shortlisting – typically within 1 week of the advert closing.
- Interview Invitation – sent within 3 working days of shortlisting.
- Conditional Offer – issued within 2 working days, following interview success.
- Start Date – Starting letter and contract issued on receipt of all pre-employment checks and agreed start date.

Useful Resources

- NHS Jobs – National Listings: https://www.jobs.nhs.uk/candidate/search
  Search for vacancies across NHS Trusts, including LGT.
- LGT Careers Page: Work with us | Lewisham and Greenwich
  Learn more about working with us and our current opportunities.