



Unit 14 & 15 | Freemantle Business Centre  
Millbrook Road East | Southampton | SO15 1JR  
Tel: (023) 8033 6633  
Email: hi@bluerocketrec.co.uk  
Web: bluerocketrec.co.uk

## Terms of Business for Job Vacancy Advertisers

1. These Terms of Business are between **SDW Recruitment t/a Blue Rocket Recruitment & SDW eRecruit** (hereafter called The Company) and the Client (employer), and are binding on The Company and the Client when The Company accepts the Client's instruction / order to provide The Company's online recruitment advertising service. The Applicant means the person introduced by the Company by way of application to a job advert or any other form of introduction to the Client.
2. The headings contained in these Terms of Business are for convenience only and do not affect their interpretation.
3. The Company reserves the right to utilise new job boards and advertising channels on a trial basis, taking into consideration the suitability of the vacancy.
4. The Client agrees to the use of its brand and logo being displayed on both sdwrec.com and bluerocketrec.co.uk – plus, other recruitment advertising websites.
5. The Client agrees that their job adverts will appear unbranded on the following job boards; reed.co.uk, Total Jobs & CV Library, along with all other job boards / platforms The Company utilises, but will make clear in the advert copy, the name of the The Client hiring.
6. The Company cannot be held responsible for technical or operational issues associated with the provision of advertising services from the job boards or any other advertising supplier.
7. Unless otherwise agreed in writing by a representative of the Company, these Terms of Business shall prevail over any other Terms of Business provided to the Client & no alteration of these Terms of Business shall be valid unless approved in writing by a Director of the company.

### Your Advert

8. On engagement of the Company's online recruitment advertising packages, the Client will be notified by the Company as soon as the Advert is available for approval. The Company will always aim to this as soon as reasonably practicable.



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9. The Client is responsible for ensuring that all job descriptions, responsibilities, benefits and remuneration information, along with any other content is accurate, current and is in no way misleading. If any of the information provided by or approved by the Client is found to be in breach of these terms, it will be removed immediately and there will be no full or part credit in respect of the fee paid under these circumstances.

## Notification & Fees

10. The Client agrees:

- a) To pay the Company's fee of £199 + VAT per vacancy payable on engagement of the The Company's recruitment advertising service.
- b) Once The Client has made a successful hire & filled the vacancy, the second and final payment of £200 + VAT becomes payable by The Client.
- c) The Client may hire more than one Applicant from the same campaign at no extra cost. Any additional services selected by The Client will be charged in addition as per the pricing structure agreed.
- d) All fees are due within 7 days payment terms from the date of invoice.
- e) The Company reserves the right to charge interest on invoiced amounts unpaid for more than 14 days at a rate of 4% above the base rate of Barclays Bank PLC from the due date until the date of actual payment.

## Suitability

11. The Company is providing an online recruitment advertising service in which it does not review individual applications made by Applicant's, so the Client shall need to satisfy itself as to the suitability of any Applicant, including the right to work and will be responsible for taking up any references, including confirmation of any professional or academic qualifications provided by the Applicant.
12. The Company will not be liable under any circumstances for any loss, damage or expense suffered or incurred by the Client arising from or in any way connected with the Company seeking an Applicant for the Client of the introduction by the Company to the Client of any Applicant or the engagement of any Applicant by the Client.



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## Confidentiality

13. The Client must ensure all Applicants CVs, personal data, contact information and employment history and any such similar information should be treated as confidential and you must not disclose it to any third party. All information should be kept secure including any hard copies and the Client must ensure they comply with all current Data Protection laws and notify the Company if they feel there has been any breach of any kind.

## Access to the Online Platform – Client Dashboard

14. Once the Client has instructed the Company the Client will be given access to the online platform with their own dedicated employer dashboard. The Client will need to ensure they have fully read the terms below:

The Client agrees not to use the online platform / dashboard for:

- a) Pretend to be anyone, or any entity they are not – the Client may not impersonate or misrepresent themselves as another person, entity, another user or an SDW employee or otherwise misrepresent their affiliation with a person or entity.

The Client further agrees to:

- b) Not to reveal their account information to anyone & ensure access is always made from a secure internet / network connection.
- c) The Client is solely responsible for maintaining the confidentiality and security of their account and for all activities that occur through your account and agree to immediately notify the Company of any security breach.
- d) The Client should not share their account information or password details with any other individuals or corporate bodies who are not involved in the recruitment process.
- e) The Company shall not be responsible for any losses arising from unauthorised use of the online platform.
- f) The Company will not be liable if for any reason the online platform / client dashboard is unavailable at any time or for any period.