

## Our rates – Selection

At Yorkshire Graduates we offer range of graduate selection services at competitive rates. Our skilled and trained team can help you from managing your recruitment through to building tailor made campaigns to meet your requirements. Visit [Yorkshiregraduates.co.uk](http://Yorkshiregraduates.co.uk) or give our friendly services team a call on 0114 222 0954 to discuss your needs.

Product	Description	Price
<b>Candidate Sourcing Service</b>  (includes basic advert)	The best way to source graduates if you need to recruit fast! We'll find a minimum of 3 candidates and send their CVs to you within 24 hours. These will be pre-screened candidates who are actively looking for work. You can upgrade to include logos or a featured ad.	<b>£650</b>
<b>CV Searching Service</b>  (includes basic advert)	Search our database of graduates for your perfect candidate! For 28 days you are able to perform unlimited searches and download up to 50 CVs.	<b>£300</b>
<b>Application Screening</b>	To aid the busy recruiter, our experienced team can assist with initial sifting of applicants, selecting only the very best. Simply submit a job description and person specification and we'll provide you with a shortlist of the best applicants.	<b>POA</b>
<b>Video Interviews</b>	Want to screen candidates in a more engaging manner? We can custom build a video interview based on your questions (competency, strengths, values etc) and then share the candidates' responses with you.	<b>£100</b> (based on 5 interviews)
<b>Interviews</b>	Let us do the interviewing for you! We'll develop a suite of questions (competency, strengths, values etc) bespoke to your role and interview your candidates. You'll also get a comprehensive justification of scores enabling you to make an informed decision in your hiring.	<b>£650</b> (based on 8 candidates per day)
<b>Assessment Centres and Events</b>	A thorough selection process to ensure the best candidate is chosen! We can deliver a bespoke assessment centre that is designed to your organisation's needs. We'll assess and score candidates on a range of competencies/attributes/behaviours allowing you to observe them in a pressured environment.	<b>POA</b>

# Terms & Conditions



## Terms & Conditions of Business for Recruiters

In these terms and conditions 'customer' means any person, company, or organisation which purchases any of our service offered by us. These terms and conditions are supplementary to any other terms and conditions, terms of use, or privacy policy statements provided on the Yorkshire Graduates website. All such material printed and online, may be updated at any time and should be viewed regularly

### Posting a Job Advert

Adverts purchased will remain live on the Yorkshire Graduates website for a maximum of 28 days. The customer sets the start and end date of their advert and the end date can be amended at any time by the customer (by either logging into their account or by contacting the Yorkshire Graduates office) so durations shorter than 28 days can be chosen. No refunds will be issued for unused portions of the 28-day maximum period. If a job advert needs to be extended beyond the closing date, taking the advert over the 28-day maximum, the customer will need to purchase an additional 28-day advert. Discounts on bulk buying are offered at the discretion of Yorkshire Graduates staff. Regular customers should contact the Yorkshire Graduates office to discuss purchasing a bulk advertising package.

### Job Advert Content

All job adverts must comply with employment legislation. Any job adverts deemed by Yorkshire Graduates to be contravening current legislation on the grounds of, for example (but not limited to), race, age, sex, gender, religion or disability will either be amended or removed from the website at Yorkshire Graduates's discretion. Yorkshire Graduates is a site dedicated to graduate jobs only. Job adverts which Yorkshire Graduates deems inappropriate for the site, e.g. which are not considered to be of graduate calibre, will be removed from Yorkshire Graduates. All jobs must be for a genuine, specific job and not be a generic advert for an organisation or products/services (unless by special prior agreement with Yorkshire Graduates). Each advert can only contain one job although it. Adverts perceived as being generic or which are used to promote external products and services will be removed at Yorkshire Graduates's discretion. Job adverts should not contain hyperlinks to any external site which contains material which is defamatory, offensive or obscene or of a menacing character or which may, in Yorkshire Graduates's opinion, cause annoyance or inconvenience or anxiety to any person including, with limitation, any racist, sexist, harassing, threatening, discriminatory, vulgar or abusive material, opinions or messages. Any such job advert will be removed by Yorkshire Graduates.

### Employment Agencies/Businesses

Employment agencies and employment businesses (as defined by the Employment Agencies Act 1973), should ensure that any job adverts they post on Yorkshire Graduates comply with the Act and Conduct of Employment Agencies and Employment Business Regulations 2004. Employment agencies are required to specify the name of their client in their job adverts. Yorkshire Graduates reserves the right to remove agency adverts that do not comply with this requirement. Employment agencies should also note that candidates registered with Yorkshire Graduates may be given the option to exclude their CVs from CV Searches and CV Matches purchased by employment agencies.

### Response to Job Adverts

Yorkshire Graduates does not guarantee that the customer will receive any applications in response to a job advert. Nor does Yorkshire Graduates guarantee that any applications received

will be suitable for the job being advertised. In both instances, Yorkshire Graduates will not issue a refund. By posting a job advert on Yorkshire Graduates, the customer agrees to treat all applicants fairly and professionally, and agrees to carry out subsequent recruitment and selection procedures in accordance with current employment legislation. Yorkshire Graduates will not be liable for any breach of legislation or of these terms and conditions by customers.

### CV Searching & Matching

Customers purchasing a 'CV Search' are entitled to a maximum of 50 CV views within the normal 28-day vacancy listed period (whichever is reached sooner). A 'CV view' is counted when a CV title is selected and viewed from the search results.

Customers must only use CV/candidate information obtained from our database for the purpose of contacting them (either directly or through Yorkshire Graduates) in relation to a specific job vacancy and for purposes connected to recruitment for that position. Such information must not be used for purposes not related to recruitment and, should such activity be notified to us, Yorkshire Graduates retains the right to suspend the customer's account.

Customers must not supply, sell or license material from the CV database to any other person organisation, (including another member of your group of companies). Customers must not download the database through any automated process. Customers must, at all times, comply with the Data Protection Act 1998 and all subsequent legislation and regulations in relation to any CV/candidate information obtained from our database. Breach of these conditions will result in the suspension of the customer's account.

Yorkshire Graduates does not guarantee that by purchasing a CV search or match, the customer will find/be provided with suitable applicants. In such instances, refunds will not be issued. However, the customer may contact Yorkshire Graduates to discuss individual cases. CV Matching is not an introduction fee, it is a time saving device – and as such there are no guarantees. By obtaining/receiving CV/candidate information from Yorkshire Graduates, the customer agrees to treat all applicants fairly and professionally, and agrees to carry out subsequent recruitment and selection procedures in accordance with current employment legislation. Yorkshire Graduates will not be liable for any breach of legislation or of these terms and conditions by customers.

### Video Interviews

Yorkshire Graduates uses third-party software for the recording and hosting of video interviews. Recorded interviews are kept on record in line with data protection and relevant employment legislation. When viewing and sharing this content, employers are subject to the aforementioned legislations. Yorkshire Graduates does not guarantee that all candidates invited will go on to record a submission. Further to this we do not take responsibility for the quality (or lack of) in the submissions nor do we take responsibility for feedback or commentary to candidates unless this is explicitly agreed and paid for as part of an agreement of service.

### Payment

All prices exclude VAT. Payment by credit or debit card is taken via SagePay, an independent Payment Service Provider. Regular customers, or customers purchasing bespoke packages, can apply for a credit account. For credit account customers, we understand and will exercise our statutory right to claim interest and compensation for debt recovery costs under the late payment legislation if we are not paid according to agreed credit terms, usually 28 days.

