
Competenz job-matching terms and conditions

Below are the terms and conditions by which Competenz offers the job-matching services to employers and jobseekers.

Definitions and interpretations

- » Competenz has the same meaning as Competenz Trust
- » 'Competenz' is referred to as 'we', 'our' or 'us'
- » 'Employers' are the potential business that will be matched to a jobseeker and who have completed the online Competenz registration form with details of their job requirements
- » 'Information' refers to the disclosure of personal or confidential information to Competenz
- » 'Job' refers to a vacancy or position of employment that is available within one of the registered Competenz employers
- » 'Job board' is the site at which Competenz will post the employers' jobs
- » 'Job-matching' is the process where Competenz gathers information from the jobseeker and employer in an attempt to match their skills and job requirements
- » 'Job brokerage' is a higher value add recruitment service tailored to the employers recruitment requirements; and
- » 'Jobseeker' is the person who is looking for a job and has registered with Competenz by completing the online Competenz registration form.

Purpose

Competenz job-matching service is a specialised process aimed at attracting jobseekers looking for a job in a trade, in a Competenz sector that may eventuate into an apprenticeship with a registered Competenz employer.

Employer and jobseeker obligations

By registering for the Competenz job-matching service, the employer and jobseeker:

- » Accepts that the services will be provided in accordance with these terms and conditions
- » Acknowledges that the information provided to us in connection with the job-matching service is true and correct at the time the information is given.

Registration with Competenz job-matching

Jobseeker

In order to access Competenz job-matching service, jobseekers must register for the Competenz job-matching service at the Competenz website, and provide relevant detailed and correct information about themselves, their work experience and skills.

Employer

All potential employers must register at the Competenz job-matching website. To do so, employers need to provide relevant detailed and correct information about the job being advertised, the responsibilities of the job and skills required to perform the job.

Information sharing

Jobseeker

The information provided by the jobseeker will be treated as confidential and will only be used for the purpose of sharing with employers who have jobs matching the candidate's skills and experience. The information that is provided by the candidate will not be shared with any other parties. Information sharing will comply with [Competenz Privacy Policy](#).

Employer

The information provided by the employer will be treated as confidential and will only be used for the sole purpose of matching the employer with jobseekers. The information that the employer provides will not be shared with any other parties. Information sharing will comply with [Competenz Privacy Policy](#).

Job listings

Job listings are valid for a period of 30 days or if they are matched with a registered job seeker before the 30 days, at which time Competenz will remove the job from the job board. Employers may list multiple jobs on the job board at one time and may also use the job board to request a job-match for multiple jobseekers for the same position.

Job-matching

Based on the information collected from the jobseeker and employer, Competenz will evaluate the information and job criteria and match the best jobseeker(s) for the job. Competenz will notify the employer that a potential jobseeker has (or has not) been found within the 30 day period that the job is advertised for. Competenz will provide the jobseeker with the employers contact details for the jobseeker to follow up and arrange an interview with the employer.

The employer further agrees that, any jobseeker that approaches them directly regarding an advertised job, that the jobseeker has seen advertised through the Competenz job board or any Competenz advertising or marketing material, then this is deemed part of the Competenz job board and job-matching service and that there could be a potential fee for service. If the employer is also advertising the same job(s), then the employer acknowledges that this is separate from the Competenz job board and job-matching service. If it is established that the original source of the jobseeker was not through any sources of Competenz job board, advertising or marketing material then no service fee would be payable.

No guarantee of job

Competenz' job-matching service gives no guarantee of finding a suitable jobseeker for the job the employer has advertised. The employer must advise Competenz if they have filled the job within three working days from the date of the job being filled. Once notified Competenz will remove the advertised job from the job board.

Release from liability

Competenz' liability is limited to the supply of the services or the cost of having the service supplied. Competenz is providing jobseeker and employer matching based on the information provided and it is the employer's responsibility to undergo a structured and comprehensive recruitment process prior to the employment of any jobseeker. The employer shall ensure that the jobseeker is legally entitled to work and train in New Zealand. The job-matching service does not replace any employer requirements or obligations under a training agreement. Competenz is not liable for any financial or unintended outcomes from providing a job-matching service.

Pricing

Employer

Job board - for a limited time period during the Got a Trade? Got it Made! campaign - Competenz will be offering employers a free/complimentary job listing on our website. This will begin on 1 August and end 1 October 2018. A fee of \$250 + GST per job listing for 30 days will be charged thereafter.

Job-matching – for a limited time period during the Got a Trade? Got it Made! campaign Competenz will be offering employers a free/complimentary job matching service. This will begin on 1 August and end 1 October 2018. A fee of \$500 + GST per job match will be charged thereafter. The fee will become chargeable on providing a successful job match i.e. a jobseeker is employed by your business.

Job brokerage – this service is available at any time. Price on application.

All pricing is current as at July 2018 and is exclusive of GST.

The employer agrees to pay and is responsible for the payment of all fees invoiced by Competenz. All invoices are payable on the 20th of the month following the date of invoice and are subject to Competenz's standard terms and conditions (available on request). If you breach the terms and conditions you will be liable for all of Competenz's costs, including costs in recovering any amount payable, plus any debt collection or enforcement charges and legal costs.

Jobseeker

There is no fee, charge or financial cost to a jobseeker for using the job-matching service.

Modification of terms and conditions

Competenz retains the right to modify these terms and conditions at our discretion at any time and from time to time without giving specific notice to the employers using the service. At such time Competenz will upload the revised terms and conditions to our website as soon as reasonably practicable.