

CREATIVE CAREERS EMPLOYMENT POLICY

Working with Recruitment Agencies

The rates of charge for employment/recruitment agencies using our services are as follows;

£50+VAT per vacancy displayed in Careers Centre (2 weeks)

£100+ VAT per vacancy included in Creative Opportunities (2 weeks)

When advertising opportunities from recruitment agencies, we require name and address of the client company involved. This information will not be advertised but will be kept on the Creative Opportunities database for office information only.

Agencies can also advertise their services in general sense (not vacancy specific) at the rate of £100+VAT. This will be included in the Events and Opportunities section of our Creative Living website.

Exceptions - we waiver our charges for:

- non-profit recruitment agencies or agencies that do not receive commission for opportunities advertised
- recruitment agencies undertaking a complete graduate recruitment campaign on behalf of a client company

We do offer some FREE services

Agencies may provide presentations on college sites under the Creative Careers umbrella if there has been a pre-meeting with Creative Careers to establish a mutually agreed framework.

Agencies may take up the offer of a Career Stand at the Careers Centre after discussion with Creative Careers. Free on first visit, £100 charge for subsequent visits.

Creative Careers will hold general information from agencies, on file in the Careers Centre for students to view, FREE of charge.

Creative Careers offers FREE links to recruitment agency websites within the Find Out More pages of it's website. All links must first be checked by the Creative Careers and carry our recommendation as a useful site for students to visit.

Policy last checked and updated 20/10/2009