

TERMS OF BUSINESS FOR THE SUCCESSFUL MUMS JOBS BOARD

There is no charge to use the Successful Mums Jobs Board service, however we do ask that you keep all the candidates updated whether they are successful or not for interview.

The Successful Mums job board operates as an advertising platform only.

Successful Mums will:

- Display from the employer the role details, location, hours, days & flexibility, overview of the role, required skills set, closing date and optional picture on the Successful Mums website Jobs Board.
- We may also advertise the vacancy on our social media or to our graduates in their support groups at our discretion.
- We may contact you to follow up the application process and offer you further services by the Successful Mums Career Academy such as women returner days.

The employer will:

- Provide sufficient information requested to advertise the role.
- Ensure the role meets the minimum wage. You can find out more here <https://www.livingwage.org.uk/what-real-living-wage>.
- Ensure the role is a genuine vacancy and not an affiliate scheme, pyramid selling scheme or any other business opportunity.
- Act fairly & professionally with individuals who send in their CV, keeping all work seekers updated with progress whether successful or not.
- Comply with the Data Protection Act 2018 and all subsequent legislation and regulations.
- Not pass any personal details from the CV to any third party.
- Not spam or contact the individual unless related to the specific job role.
- Update Successful Mums with the outcome of the CVs one week after the closing date.
- Notify Successful Mums if a/another candidate sourced by Successful Mums is employed within 3 months of the job closing date.
- Provide timely progress updates to both Successful Mums & candidates.

Important information

SUCCESSFUL MUMS

Career Academy

Since we are only an advertising platform and do not propose or check any of the CVs or applications forwarded in this service, it is recommended that the employer provide accurate information to ensure the correct type of candidate forward their CV.

We suggest the employer carries out checks that the work-seeker has the appropriate experience, training, qualifications and authorisation required by law or otherwise for the advertised role before offering the position.

In addition, where professional qualifications are required or where work-seekers are to work with vulnerable persons or children, the employer should obtain copies of the relevant qualifications or authorisation, obtain at least two references from people who are not relatives of the work-seeker and undertake a criminal records bureau check of the work-seeker.

By posting a job here you are confirming that you agree to these terms of business.