

These T&C is available on : <https://sites.google.com/a/jobs-jbcl.com/jbcl-hr-consultancy/> - check under “ Job Seekers “. To maintain high standard of professionalism, All candidates are deemed to have check & agreed these terms when applying job through JBCL job advertisement or our website.

1. Candidate short listed by our agency will be interviewed & briefed by our Recruitment Consultant. He/She is requested to meet at our office (Non- mandatory) to discuss their skills & capability, career path, past job performance, strength & quality etc. Candidates meeting requirements with relevant experience, good performance & conduct will be strongly recommended to the employers. Agency phone interview :Candidate not able to meet at our office will be interviewed through phone, Candidate to declare truly their last drawn salary, employment history, education, Any physical disability, medical conditions or ever been convicted in a court of law to JBCL in details. All information will be voice recorded to maintain its accuracy & for future reference. . Upon short listed by JBCL for recommendation, We' ll send you an email reply as confirmation which you can view our Job applicant's T&C on and will need your email reply as acknowledgement & Agreement. We will proceed to recommend to our clients as per all your inputs.

2. Interview arrangements (At Employer): Candidate must follow all instructions as indicated in our email : Interview Confirmation note & /or Phone/SMS on interview arrangements. These are formal commitment by candidate. Those who late or miss the appointment will be recorded. Candidate to inform agency by phone at least 2 hours prior to interview schedule if he/she wish to change or cancel the appointment. Candidate who has accepted an interview arrangement is deemed to have read and accepted this T&C (<https://sites.google.com/a/jobs-jbcl.com/jbcl-hr-consultancy/>) which indicated on this email from JBCL to advise candidate of the Agency T&C during the confirmation of interview arrangement.

3 Interview Feedback: Candidate to contact or SMS us and provide feedback immediately after the interview (Mandatory) Please call Tel:63363033 - Ms Juliana Chng. Whatsapp:91813381. Please note that, Subsequently, To avoid legal issues Candidate should not deal directly with employer without notifying our Agency.

4. Agency Fee / Start work / Early Termination of New Employment

4a. No Agency Fee for all our short listed candidates; However, Candidate accepted job offer must start work plus meeting the minimum of three months commitment to our Agency. Details as follows

4b. Recruitment fees will be charged if the candidate accepted the job offer/ Application of EP/S Pass but failed to start work, or show no interest & commitment, misconduct, absenteeism, leave the job / tender their resignation during the first three months (Exclude notice period) of new employment or breach of any of these conditions. The fees will be 50% of one month of candidate's salary which applicable to Singaporean, Permanent Resident and Employment Pass / S Pass applicants.

4c Sign & return JBCL T&C, Upon accepted the Job offer / Signing of application form for EP/S Pass, Candidate must sign and return Agency copy of T&C, Failed which, In the event of any breach of above T&C in 4b, We will charge a total fee of 100% as stated above. , Legal actions will be taken for non-compliance. Please seek clarification with us at Tel: 63363033. or email : bernard@jobs-jbcl.com

5. Non-Solicitation / Interview Cancellation.: Candidate to notify agency of any subsequent interviews/ discussion/ direct job offer from the employer or accepted job offer. Please note that candidate should not deal directly with the employer without notifying the agency and must notify us in future if he/she was directly offered by the employer or its associated company and started work, failure which, the agency will have the right to charge the fee of one month salary as recruitment fee or legal proceeding to recover the fee and legal cost.

6. Confidentiality of Information

Candidate agreed to keep confidentiality all our clients and interview's information and shall not divulge these information to any third party. Failure which, The Agency will have the right to charge one month salary as recruitment fee & legal proceeding.

Note : Upon accepted the job offer/ signed the application form for EP/ S Pass, Candidate must sign & return the Agency T&C, Failure which, The above clause # 4c will apply.

Name : _____

Name of new employer : _____

I/C / Passport : _____

Date of starting work: _____

Sign : _____

Date : _____

(Candidate Copy-To keep / JBCL Copy- To mail back)