



Jobs2Apply4

The Solution to Finding Jobs

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Terms and Conditions

Core Legal Documentation Suite

Below are the tailored, ready-to-customize drafts for **Jobs2Apply4** (focusing on Birmingham and the surrounding West Midlands region). These drafts reflect current UK legislation, including the **Employment Agencies Act 1973**, the **Conduct of Employment Agencies and Employment Businesses Regulations 2003**, the **Consumer Rights Act 2015 (CRA 2015)**, the **Consumer Contracts Regulations 2013**, the **Equality Act 2010**, and the **UK GDPR / Data Protection Act 2018**.



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Candidate Terms of Service

Welcome to **Jobs2Apply4** ("the Platform", "we", "us", "our"). These Candidate Terms of Service ("Terms") govern your use of our platform, including searching for job vacancies, accessing employer application links, and purchasing optional CV review services.

By registering an account, submitting your CV, or accessing job listings, you agree to be bound by these Terms.

1. Our Role & Services

1.1 Job Aggregator & Advertising Platform: **Jobs2Apply4** acts primarily as an online job directory and information society service. We host job vacancy listings submitted by direct employers, recruitment agencies, and third-party feeds.

1.2 No Employment Agency Relationship (Standard Listings): Unless explicitly stated otherwise in writing for specific candidate screening services, **Jobs2Apply4** is **not** an Employment Agency or Employment Business as defined under the *Employment Agencies Act 1973* or the *Conduct of Employment Agencies and Employment Businesses Regulations 2003*. We do not screen candidates, verify employer identities, or guarantee employment outcomes for standard listings.

2. Free Candidate Access & No Work-Finding Fees

2.1 Strict Prohibition of Candidate Fees: In strict compliance with **Section 6 of the Employment Agencies Act 1973**, access to job listings, account creation, CV uploading are duties upheld by **Jobs2Apply4**.

2.2 No Required Purchases: You are not required to purchase any paid service (such as CV editing or candidate highlighting) as a condition for searching, applying for, or obtaining job placement through this site.

3. Application Links & External Third-Party Websites

3.1 Outbound Redirection: When applying for certain job vacancies, you may be redirected to an external website, employer portal, or third-party Applicant Tracking System (ATS).

3.2 Third-Party Liability Exclusion: **Jobs2Apply4** does not control, inspect, or guarantee the security, content, or privacy practices of third-party employer sites. We accept no liability for losses, data security breaches, malware, or fraudulent listings incurred after navigating away from **Jobs2Apply4**. Candidates are advised to verify the legitimacy of potential employers before disclosing sensitive information.

4. Optional Paid CV Review & Editing Services

4.1 Service Scope: We offer optional paid CV assessment, editing, and formatting services ("CV Services") to assist job seekers in improving their professional profiles.



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4.2 Consumer Rights Act 2015 (CRA 2015): In accordance with Section 49 of the CRA 2015, all CV Services will be performed with **reasonable care and skill** by qualified reviewers.

4.3 No Job Guarantee Disclaimer: While our CV Services aim to improve the professional presentation of your qualifications, **Jobs2Apply4 gives no warranty or guarantee** that an edited or reviewed CV will result in job offers, interview invitations, or higher remuneration.

4.4 14-Day Cooling-Off Period & Express Request Waiver:

By purchasing CV Review Service, you expressly request that we, *Jobs2Apply4*, begin providing the CV review service immediately, during the statutory 14-day cancellation period. You acknowledge that once the CV review service has been fully performed, you will lose your statutory right to cancel the service.

5. Special Category Data & Candidate Responsibilities

5.1 Accurate Information: You warrant that all information, work history, qualifications, and personal details provided in your CV or account profile are accurate, truthful, and not misleading.

5.2 Special Category Data (UK GDPR Art. 9): CVs submitted to the platform should avoid containing sensitive personal data (e.g., health details, trade union membership, religious beliefs, criminal history) unless strictly relevant. By uploading a CV containing such data, you explicitly consent to **Jobs2Apply4** processing this information to deliver our candidate services.

6. Limitation of Liability & Termination

6.1 Service Availability: **Jobs2Apply4** provide the platform on an "as is" and "as available" basis without guarantees of uninterrupted access or error-free operation.

6.2 Liability Cap: To the maximum extent permitted by UK law, our liability for any candidate loss arising from site use or standard listings is excluded. For Paid CV Services, our aggregate liability is strictly limited to the total fee paid by you for that specific service.

6.3 Termination: We reserve the right to suspend or terminate candidate accounts that breach these Terms, upload fraudulent CVs, or abuse the platform.



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Employer B2B Advertising Terms & Conditions

Last Updated: October 2026

These Business-to-Business Advertising Terms and Conditions ("Employer Terms") govern the relationship between **Jobs2Apply4** ("the Platform", "we", "us") and any business, employer, recruiter, or recruitment agency ("Employer", "you", "your") purchasing job advertising, candidate listing, or shortlisting packages.

1. Service Scope & Regulatory Classification

1.1 Job Advertising Services: Standard job postings published on **Jobs2Apply4** constitute an advertising medium. In providing standard job listings, **Jobs2Apply4** acts as an **information society service** and does **not** act as an Employment Agency or Employment Business.

1.2 Assisted Screening / Shortlisting Services: If you purchase an augmented recruitment package where **Jobs2Apply4** manually screens, selects, or shortlists candidates on your behalf:

- **Jobs2Apply4** operates as an **Employment Agency** under the *Conduct of Employment Agencies and Employment Businesses Regulations 2003* solely for that engagement.
- Both parties agree to execute a separate **Assisted Recruitment Service Addendum** prior to campaign commencement to satisfy mandatory Regulation 14–19 requirements (including identity verification, suitability checks, and qualification confirmations).

2. Job Content, Advertising Rules & Equality Act Compliance

2.1 Non-discrimination & Statutory Compliance: Employers warrant that all job adverts submitted to **Jobs2Apply4** comply fully with the **Equality Act 2010**, the **Employment Agencies Act 1973**, and all applicable employment and advertising standards. Adverts must **not** contain direct or indirect discriminatory requirements based on age, disability, gender reassignment, marriage/civil partnership, pregnancy/maternity, race, religion/belief, sex, or sexual orientation (unless a statutory Genuine Occupational Requirement applies).

2.2 Accuracy & Transparency: Job adverts must clearly state:

- The genuine nature of the role (no genuine vacancies disguised as training courses or pyramid schemes).
- The employment type (permanent, fixed-term, temporary, contract).
- The rate of pay or pay range (or a clear indication such as "competitive").
- The geographical location (e.g., Birmingham / West Midlands region).

2.3 Rejection & Removal: We reserve the right, without liability, to reject, amend, or immediately remove any job listing that breaches these Employer Terms, infringes third-party rights, or harms the platform's reputation.



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3. Employer Indemnity

3.1 You agree to fully indemnify and hold harmless **Jobs2Apply4**, its officers, and employees against all claims, liabilities, fines, costs, legal fees, and damages arising out of:

- Any breach of the *Equality Act 2010* or UK employment laws resulting from your job advert.
- Misleading, deceptive, or inaccurate claims made in your job listings.
- Any third-party intellectual property infringement contained in logos or text supplied by you.

4. B2B Payments, Fees & Late Payment

4.1 **Fees:** Advertising fees are charged in accordance with our prevailing rate card at the time of purchase. All prices are subject to VAT at the prevailing rate where applicable.

4.2 **Non-Refundability:** Once a job advert has been approved and published on **Jobs2Apply4**, advertising fees are non-refundable, regardless of whether the position is filled prior to advert expiration.

4.3 **Late Payment Interest:** Payment terms are strictly **14 days** from invoice date (unless paid upfront via payment gateway). We reserve the right to charge interest and statutory recovery costs on overdue accounts under the **Late Payment of Commercial Debts (Interest) Act 1998** at the rate of **8% above the Bank of England base rate**.

5. UK GDPR & Candidate Data Processing Agreement (DPA)

5.1 **Controller-to-Controller Relationship:** Where an Employer receives candidate applications directly through standard site redirection or direct candidate transmission, both **Jobs2Apply4** and the Employer act as independent **Data Controllers** under the UK GDPR.

5.2 **Employer Responsibilities:** The Employer agrees to process all candidate personal data received from **Jobs2Apply4** in strict compliance with the UK GDPR and Data Protection Act 2018, solely for evaluating candidates for the specific advertised vacancy.

5.3 **Data Security & Retention:** Employers must maintain robust technical and organizational security measures to protect candidate CVs and securely erase candidate data when it is no longer required for recruitment purposes.

6. ICO Privacy Notice

Structure aligned with Information Commissioner's Office (ICO) UK GDPR guidance.

6.1 How We Share Your Information

- **Employers & Recruiters:** CVs and application details are shared only when a candidate actively applies for a listing or chooses to make their profile searchable.
- **Service Providers:** Cloud hosting (UK/EEA datacentres), payment processors (Stripe/PayPal), email dispatch systems, and CV review subcontractors under strict Data Processing Agreements.



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- **Legal Obligations:** Law enforcement, tax authorities, or regulators (Fair Work Agency, ICO) under legal duty.

6.2 Data Retention Schedules

- **Active Candidate Accounts:** Retained for the duration of account activity + **2 years** of continuous inactivity, after which profiles are anonymized or purged.
- **Paid CV Review Files:** Original and edited CV documents retained for **12 months** post-delivery for service quality assurance and dispute resolution, then deleted.
- **Employer Accounts & Financial Records:** Financial transactions kept for **6 years + current tax year** to satisfy HMRC requirements.
- **Community Hub Posts:** Retained until removed by user or taken down following moderation/notice-and-takedown requests.

6.3 Your Rights under UK GDPR

Clear explanation of user rights and how to exercise them available by contacting **Jobs2Apply4**.

7. Complaints & Regulatory Authority

Professional Legal Reminder: These drafts and outlines provide an operational starting framework based on current UK law. Prior to deployment on **Jobs2Apply4**, all documents should be formally reviewed and finalized by a qualified UK Solicitor specializing in employment and digital platform law.