



Herewith the following quote of our Terms and Conditions of Contract:

1. **FEE STRUCTURE:**

- 1.1 We are entitled to a fee of **15 % (Fifteen Percent)** of the gross annual remuneration package (TCTC) of the successful Applicant, plus 15% VAT.
- 1.2 Our fee is payable within 14 (Fourteen days) of our Applicant commencing employment.

2. **GUARANTEE:**

- 2.1 Provided 1.2 above is complied with, the placement of the Applicant is subject to our guarantee of 90 (ninety) days.
- 2.2 In the event of:
 - 2.2.1 the Applicant resigning;
 - 2.2.2 termination of services by mutual agreement
 - 2.2.3 dismissal of the Applicantwithin the guarantee period, we are to be notified thereof immediately.
- 2.3 We are to be afforded a reasonable opportunity to replace the Applicant.
- 2.4 If we are unable to replace the Applicant, 50% (fifty percent) of the initial fee will be credited to your account.
- 2.5 Guarantee is not valid in the case of:-
 - 2.5.1 Retrenchment
 - 2.5.2 Applicant leaving due to company relocation
 - 2.5.3 Any discriminatory or harassment practices

3. **GENERAL:**

- 3.1 To protect the Applicant's present position, no references may be taken without prior approval by Acumen. All information regarding the applicant is to be treated as strictly confidential.
- 3.2 Should an applicant, introduced by **Acumen Resources Development (Pty) Ltd**, be appointed to your Company within a period of 12 (twelve) months from date hereof, these Terms and Conditions will apply.

At **Acumen** our client relationships are the most valuable assets we have. We look forward to working with you and thank you once again for choosing **Acumen**.

Yours sincerely,

JOSSIE & ANN
Directors

The above Terms and Conditions acknowledged and accepted:

Company: _____

Name & Title: _____

Signature: _____

Dated: _____

INTRODUCTORY PROFILE

Acumen Resources Development (Pty) Ltd is a young, innovative and exciting recruitment agency that was founded in March 2002.

Acumen was born because of the need for a recruitment company that operates ethically, with integrity, and is 100% committed to superior customer service. We are able to offer personalised service, always striving to get the right person/skill/culture-fit for the client. Once you have established a relationship with **Acumen Resources Development (Pty) Ltd**, you never need to go anywhere else for your recruitment needs, although admittedly we thrive on pitting our skills and ability against those of our Competitors.

The **Acumen** Team is a small dynamic experienced one that comprises two "head honchos", Jossie Swanepoel and Ann Hefer, and in-house research / back-up / behind-the-scenes miracle workers.

Jossie has been in recruitment for 15 years, 4 of which she was the Top Performer of an International Recruitment Firm. She cultivated many key accounts that to-date are still exclusive users. Jossie's strengths remain matching Applicants to Clients where they can have long and mutually beneficial relationships. Networking is her passion ensuring that the recruitment process becomes very cost effective to our clients. Jossie is a true specialist in the recruitment field.

Ann has 25 years experience in the recruitment industry and managed the South African operation of an International recruitment firm. During this time she was responsible for managing, recruiting and training of staff on a National basis. Ann's industry knowledge and extraordinary people skills resulted in this Company's revenue increasing by 95.8% during a period when SA experienced a negative growth in the economy.

After much soul-searching, honouring of restraints and thorough market research Jossie and Ann opened **Acumen** on 1 March 2002 and have never looked back. The support and enthusiasm from clients has been awesome!

Acumen Resources Development (Pty) Ltd currently has preferred supplier status at Hilti International, LafargeHolcim, PPC, IG Markets, Pfizer Pharmaceuticals, Cummins, to name a few.

We do across-the-board recruiting and prefer to have a handful of top clients where we service them from entry level positions to placing top executives, understanding the company culture and specific requirements needed for a successful match.

Acumen has also been responsible for and involved in the training of all employees of an International Recruitment Company.

We at **Acumen** are guided by a creed, a way of "doing business" which we feel commands the respect and confidence of both Clients and Applicants.

Proudly South African!