

MEMORANDUM OF UNDERSTANDING

ON

RECRUITMENT ENGAGEMENT

BETWEEN

The Client

AND

BETTERSHIP



PURPOSE

The purpose of this Memorandum of Understanding is to set forth the terms and conditions, the scope of work, and the responsibilities of the parties associated with their collaboration on providing recruitment services to the Client. Specifically, both parties will cooperate to ensure that the recruitment services provided by Betterment are efficient and time-saving. This MOU is at will and may be modified by mutual consent of the authorized officials of the Client and Betterment. This MOU shall become effective upon execution by the authorized officials of the Client and Betterment; and will remain in effect until modified or terminated by any of the parties.

SCOPE

Betterment specializes in providing HR services that will support the nationwide recruitment process of the Client. In this instance, Betterment has been engaged by the Client to provide talent recruitment services. The preferred gender of the talents for all roles shall be both Male and Female.

The following will serve as the responsibilities of the parties under this MOU:

Betterment shall undertake the following duties

1. Provide Recruitment services for the Client;
2. Advertise or/and headhunt qualified talents for the roles advised by the Client;
3. Assess and select applicants for the role(s) using the job description and person specification provided by the Client;
4. Present a list of successful candidates to the Client for further assessment;
5. Facilitate the meeting of the talents with the client for re-assessment and update them on the Clients' decisions.



“The Client” shall undertake the following duties:

1. Provide Betterment with the job descriptions and proposed salary budgets for the advertised roles;
2. Provide a location for the re-assessment of the talents which is to be communicated to the talents;
3. Assess the talents deemed suitable by Betterment;
4. Convey suitability of the talents to Betterment;
5. Process outstanding payments for all invoiced and completed recruitment tasks.

COMPENSATION AND FEE ADMINISTRATION

In engaging Betterment’s services, Betterment offers budget flexibility and control to its clients. The cost of engaging Betterment is 10% of the agreed six (6) month’s gross salary of the talent recruited. With the MOU reviewed and signed, we proceed to commence the recruitment process. “The Client” shall pay 100% of the invoiced recruitment fee within 2 weeks of the assumption of duty of the recruited candidate.

OTHER CHARGES

All invoices are subject to Tax - VAT is 7.5% of fees incurred and will be billed along with fees and any approved expenses.

NON-CIRCUMVENTION CLAUSE

The Client agrees not to circumvent Betterment by hiring or engaging professionals introduced by Betterment without prior written consent. Any such actions will release Betterment from related claims and liabilities. The Client will also pay Betterment the equivalent fees had the professional been hired through Betterment

TERMS AND CONDITIONS

It is mutually understood and agreed by the parties that:



1. This MOU is based on the Client's manpower requirement and Betterment's engagement to recruit the required talents.
2. Should a talent introduced by Betterment leave within three (3) months of engagement with The Client, Betterment will replace the talent at no extra cost to The Client, within an agreed stipulated time.
3. Should "The Client" not find a suitable talent after 3 batches of introduction attempts by Betterment for each role; the Client shall be at liberty to request the cancellation of this MOU with Betterment.
4. This MOU may be amended from time to time by mutual agreement of the parties by a written modification signed by both parties.
5. The parties shall be solely responsible for all costs associated with their responsibilities under this MOU.
6. This MOU may be terminated upon completion of all responsibilities as stated herein unless otherwise amended

