

Terms and Conditions - CENTA® Recruitment Service

MyCENTA® is one of the largest teacher communities globally with over a million teachers engaged on the platform. CENTA® helps organizations fulfill their teacher/school leader vacancies with high quality CENTA® certified talent from this pool. Following are standard terms and conditions for employers agreeing to use this service:

1. **Job Description and Process:** Depending upon the requirements of candidates for different job profiles with the Employer, CENTA® will share suitable applicant profiles. In order to enable this, the Employer needs to provide a clear Job Description (JD), along with salary and other relevant details. The Employer may add any final interview or other process as they deem appropriate. The Employer will reach out to all leads and provide feedback to CENTA® on every lead shared within a turnaround time of 7 days from the date the lead was shared with the Employer. CENTA® will provide further leads only after feedback is provided for the previous set of leads.
2. **Commercials:** The Employer will pay CENTA® a Recruitment Fee for every candidate selected. After selection of the candidates, the Employer shall share with CENTA® a breakup of compensation offered to the selected candidates within 3 days. The Service fee is payable within 15 days of selection of the candidate.
 - a. For leads that are CENTA®-certified, this fee is equivalent to one and a half (1.5) month's gross salary + GST per teacher selected.
 - b. For leads that do not attain a CENTA® certification, the fee is equivalent to one (1) month's gross salary + GST per selected candidate.
3. **Applicable period of fees:** From the date of providing each lead, for a period of 24 months, the Employer will keep CENTA® informed if the lead is selected for employment and the Recruitment Fee stated in the Commercials section will be applicable, irrespective of whether the candidate approaches the Employer or the Employer approaches the candidate.
4. **Replacements:** In case the candidate does not join the Employer or leaves the Employer within 3 months from the joining date, the Employer will inform CENTA® within 5 days, and CENTA® will provide a replacement candidate on a best efforts basis at no extra cost to the Employer. In case CENTA® is unable to provide a replacement candidate to the satisfaction of the Employer, CENTA® will refund the entire recruitment fee for the particular candidate. The three month replacement guarantee is not applicable for short term contracts (less than 6 months).
5. **Short term contracts converting to full time employment:** If a candidate is hired for a short term assignment/contract with the employer, time duration of which is less than 6 months, CENTA® will charge the Employer a recruitment fee equivalent to 8.33% of the total amount to be paid to the candidate for the duration of the contract. If the contract gets extended, the Employer must share the new contract with CENTA® so that an additional amount for the extension may be charged by CENTA®. For short term contracts that get translated to a full time role, CENTA® will charge a service fee as mentioned above in point (4) after deducting the short term recruitment cost already paid for the candidate by the Employer.
6. **Locations for offline teaching positions:** In an online teaching setting, CENTA® can provide teachers/school leaders for all subjects/grades/specializations, etc. However, for in-person roles, CENTA® currently services the following locations: Delhi NCR, Mumbai, Chennai, Bangalore, Hyderabad, Pune, Kolkata, Ahmedabad. Fulfillment of vacancies in all other locations are taken up on a best efforts basis.
7. **Indemnification:** The Employer indemnifies CENTA® from any student or other third party complaint regarding the quality or behavior of the teacher; The Employer acknowledges that like any exams and trainings, CENTA's test scores and trainings only indicate likely competencies of teachers and are not a guarantee for the teacher's competencies, performance or behavior in a live situation. The indemnity shall survive the termination of this document.