

## **RECRUITER ENGAGEMENT AGREEMENT**

This Recruiter Engagement Agreement (“Agreement”) is entered on [Date], by and between:

**\*\*Client Company:\*\*** [Insert name, address, and registration number]

**\*\*Recruiter:\*\*** [Insert name, address, and TAX number (if any)]

Collectively referred to as “the Parties.”

### **1. Background**

The Client wishes to engage the Recruiter to provide professional recruitment services for sourcing, screening, and presenting potential candidates as described below.

### **2. Scope of Services**

The Recruiter shall source, evaluate, and recommend candidates to the Client for specified vacancies. The Recruiter will manage job postings, candidate shortlisting, and interview coordination. All services will be conducted according to best practices and the Client’s specifications.

### **3. Fees & Payment Terms**

- The Client shall pay Recruiting Hub upfront the Recruiter fixed monthly fee of SAR.[10,000/18,750] + local taxes may apply (if any) depending on the Recruiter Plan via the Pay now button available on our portal based on a monthly rolling contract payable every 30 days with 14 days written notice to cancel this contract.
- Payment from Recruiting Hub to the Recruiter will be made every 30th day from the start date, subject to approval of the client’s timesheet on the 25th day of each cycle.
- No additional commissions, unless agreed in writing.

### **4. Confidentiality**

Both Parties agree to treat all information about candidates, Client business, and recruitment processes as strictly confidential, and not disclose any such information without prior written consent.

### **5. Term & Termination**

- This Agreement shall commence on [Start Date] and continue on a monthly rolling basis unless terminated with a 14 day’s written notice.
- Either Party may terminate the Agreement with 14 days’ written notice.
- Immediate termination may occur in cases of breach of contract, fraud, or data mismanagement.

**6. Non-Solicitation**

The Client shall not hire the recruiter introduced by Recruiting Hub on a Permanent/Full time basis outside of this contract for a period of 6 months after contract termination unless the client is willing to pay a transfer fee of 10% on the Recruiters Offered Annual Salary.

**7. Data Protection**

Recruiter shall adhere to applicable Saudi data protection laws and protect all personal information of candidates and business data.

**8. Independent Contractor**

The Recruiter will act as an independent contractor and not as an employee or agent of the Client. No employment rights or benefits are conferred.

**9. Dispute Resolution**

Any disputes arising from or relating to this Agreement shall be resolved by arbitration in [Riyadh], governed by Saudi law.

**10. Entire Agreement**

This Agreement embodies all terms regarding this engagement. Any amendments must be in writing and signed by both Parties.

**\*\*Signed for and on behalf of Client:\*\***

Name/Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**\*\*Signed for and on behalf of Recruiter:\*\***

Name/Signature: \_\_\_\_\_

Date: \_\_\_\_\_