



SA Recruiters \ RECRUITMENT DIRECTORY

Vacancy Posting Terms & Conditions

For employers and recruitment agencies using the SA Recruiters manager link

DRAFT — REVIEW BEFORE USE These terms govern the submission, publication and management of vacancies on **SA Recruiters (sa-recruiters.co.za)**. By submitting or approving a vacancy, the organisation and the person acting for it confirm that they have authority to accept these terms.

1. Eligibility and authority

You must be a legitimate employer, recruitment agency or authorised representative. You are responsible for ensuring that the person creating or approving the vacancy has authority to represent the organisation.

2. Accurate vacancy information

Every title, description, location, work arrangement, salary indication, closing date, contact detail and application instruction must be accurate, current and not misleading. Update or request removal of a vacancy when it is filled, withdrawn or materially changed.

3. Lawful and fair recruitment

Vacancies must comply with applicable South African law and must not unlawfully discriminate, promote fraud, request prohibited upfront payments, or misrepresent an employment opportunity. Do not request a job seeker's passwords, banking PINs or unnecessary sensitive information.

4. Agency postings

An agency must identify the client or mandate accurately where disclosure is lawful and appropriate, must have permission to advertise the role, and must not post the same role repeatedly or under misleading agency identities. The agency remains responsible for its relationship with the employer and applicants.

5. No platform or listing fees

SA Recruiters does not charge employers or recruitment agencies to list vacancies, and does not charge users to access or use the platform. Listing a vacancy, browsing the directory and using the platform do not create a fee payable to SA Recruiters. Any separate fee or arrangement between an employer, agency or job seeker and a third party is outside SA Recruiters and remains that party's responsibility.

6. Content and intellectual property

You grant SA Recruiters a non-exclusive, worldwide, royalty-free licence to host, format, reproduce and display the submitted vacancy and supplied logo or branding for directory, search, notification and promotional purposes. You confirm that you have the rights to submit that material.

7. Privacy and applicant data

Do not upload applicant CVs or personal information unless specifically requested through an approved process. You remain responsible for lawful collection, use, storage and deletion of applicant data, including compliance with POPIA. SA Recruiters may process manager contact details to administer the directory and communicate about postings.

8. Review, suspension and removal

SA Recruiters may edit for formatting, request clarification, decline, pause or remove a vacancy where it appears inaccurate, unlawful, unsafe, expired, duplicated, abusive or inconsistent with these terms. Where practical, the poster will be notified, but urgent safety or compliance action may occur without prior notice.

9. Platform role and no employment guarantee

Listing a vacancy does not guarantee views, applications, interviews, placement, hiring or the accuracy of information supplied by a poster. SA Recruiters is a free directory and publishing platform, not the employer or recruitment decision-maker for a listed role. Users should verify opportunities directly with the relevant employer or agency.

10. Responsibility and indemnity

The poster is responsible for its vacancy, recruitment process, representations, communications and legal compliance. To the extent permitted by law, the poster agrees to protect SA Recruiters from claims, losses or costs arising from its submitted content, recruitment conduct or breach of these terms.

11. Changes and contact

SA Recruiters may update these terms as the service develops. The current version attached to the manager link applies when a vacancy is submitted or approved. Questions, corrections or removal requests should be sent through the manager contact channel or the contact details published at sa-recruiters.co.za.

12. Governing law

These terms are governed by the laws of the Republic of South Africa. Any dispute will be subject to the jurisdiction of the competent South African courts, unless the parties agree otherwise in writing.

Manager confirmation By clicking "Submit", "Post vacancy" or equivalent, I confirm that I have read, understood and agree to these terms, and that the vacancy and organisation details are authorised and accurate.

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This is a working draft for operational use. Have a qualified South African attorney review it before relying on it as a final legal contract.