

## **IRPM Members and Affiliates**

### **Seeking fresh opportunities and pastures new?**

By posting your resumé in the 'Jobseekers' listing on the Careers & Recruitment page of the IRPM website, your details will be available (anonymously) to a wide variety of property management companies and recruitment agencies specialising in the sector.

### **The Process**

- Members should request a form for completion from the Secretariat [info@irpm.org.uk](mailto:info@irpm.org.uk).
- The IRPM reserves the right to edit the information you submit in the form, or to refuse publication in which case you will be notified immediately.
- IRPM will allocate an Applicant Number which will be the only means of identifying your submission on the Jobseekers listing.
- Your listing is free of charge and will remain on the website for 6 weeks (42 days).
- Any enquiries from residential property management companies or recruitment agencies resulting from your listing will be forwarded to you and it is entirely a matter for you to respond to any or all as you wish.
- Should your listing lead to a change in your employment it is incumbent on you to advise the Secretariat accordingly (as, indeed, Members should do so as a matter of course when starting a new job).

### **Terms & Conditions**

1. In submitting copy for the jobseekers listing the individual consents to it being uploaded on the website.
2. The latest submission received by the Secretariat will be placed at the top of the listing.
3. The IRPM reserves the right to edit submissions or to refuse publication on the website.
4. Sole responsibility for the truthfulness and accuracy of any claims made in the jobseeker's copy rests with the individual. The IRPM accepts no liability whatsoever for misleading statements.