

CCF Victoria Civil Jobs Board Service

Terms & Conditions



Overview – Conditions of use of the Civil Jobs Board

The Civil Jobs Board is an online service used to advertise job vacancies to job seekers. Employers are welcome to advertise positions on this site if they comply with current State and Federal Australian legislation relating to employment.

The Civil Jobs Board is a self-service system where employers can register and upload their own vacancies. Employers wanting to use this service must supply all information requested and satisfactorily complete the online registration before their application to register will be considered by our friendly team at CCF Victoria.

Once employers have submitted a job to be registered, CCF Victoria will endeavour to either approve or decline the application within 2 working days.

Fees and Charges

- To receive FREE Advertisement opportunities, you must be a financial CCF Victoria Member.
- Limits will be set on the FREE number of Civil Job Board applications as per the table of fees.
- Once a member exceeds their allocated number of free Jobs Board applications, each advert will incur a fee of \$150* + GST.
- Non-Members will incur a fee of \$250* + GST per each Jobs Board application, (unlimited).
- Fees* may be subject to change at the discretion of CCF Victoria.
- Contact CCF Victoria directly on [\(03\) 9588 7600](tel:0395887600) if you wish to discuss any membership matters.

Table of fees

Member Level Status	Free Job advert tokens Per Annum (Financial Year)	Standard fee* / Member discount fee*
Non – members	-	\$250* + GST
Owner Operator- Level 1, Level 2	2 free advert tokens	\$150* + GST
Level 3, Level 4	3 free advert tokens	\$150* + GST
Level 5, Level 6	5 free advert tokens	\$150* + GST

*1 (one) advert token grants 1 (one) advertisement **FREE OF CHARGE** on the Civil Jobs Board. Jobs Board advert tokens are consumed upon the approval of your listing application.*

As well as the website, advertisements will also appear in our publications and newsletters for further reach, impact and visibility of all jobs posted.

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For more information or assistance, please contact us on [\(03\) 9588 7600](tel:0395887600) or email careers@ccfvic.com.au

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Product and Service Features

All Jobs Board vacancies will be published for a maximum of 30 days before being automatically removed.

If you would like to continue promoting the Jobs Advert or be removed sooner, please contact us on careers@ccfvic.com.au or phone [\(03\) 9588 7600](tel:(03)95887600).

If you would like a Jobs Advert to be removed sooner, please also contact us on

Right of refusal

CCF Victoria reserves the right to approve, change or decline opportunities or registrations that are submitted to the Civil Jobs Board for approval.

CCF Victoria reserves the right to refuse job vacancies on the following grounds:

- They do not comply with current State and Federal Australian legislation.
- The employer provides false or misleading information or does not complete the online registration honestly or in full.
- The employer acts inappropriately, unprofessionally or unethically.
- The job opportunity is considered to be inappropriate.

CCF Victoria also has a comprehensive [privacy policy](#) for users of the service.

No guarantees of job vacancy

CCF Victoria gives no guarantee to you of the continued availability of any particular job advertised on the Site and will not be liable to you should an advertiser have filled the vacancy at any time prior to removal of the advertisement from the Site.

Whilst CCF Victoria takes efforts to ensure that jobs advertised are for actual job vacancies, it gives no guarantee to you that every job advertisement represents an actual job vacancy.

Indemnity

CCF Victoria takes no responsibility for job vacancies advertised on the Civil Jobs Board, the content of the advertisements or for any arrangements subsequently taking place between the potential employee and the employer.

Employers agree to indemnify CCF Victoria, its officers, employees, servants and agents (the Indemnified) from and against any cost, damage, loss or expense (including legal and other professional costs on a full indemnity basis) that may be incurred by the Indemnified as a result of the negligent act or omission of the employer, its officers, employees, servants and agents or a breach of these terms.

CCF Victoria makes reasonable efforts to confirm that all job vacancies featured on the Civil Jobs Board comply with these Terms and Conditions. However, CCF Victoria accepts no responsibility for advertisements which contain inaccurate, misleading or false information

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