

JS Murphy t/a
CLEANER IMAGE SERVICES
a division of



branchmanager@rentamaid.co.za

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Glenwood Durban

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PERMANENT STAFF PLACEMENT CONTRACT
“Sit back and relax while we find your ideal cleaner”

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Thank you for contacting **CLEANER IMAGE SERVICES** the division of the Rent A Maid group of companies which handles staff placements. Since we interview many job seekers applying for permanent positions, we are able to register quality staff. Our experience enables us to select those we consider to be “the best” giving our customers value for money and the peace of mind required.

We charge a once-off placement fee of **9% of your chosen employee’s annual salary**. This includes a non-refundable **admin fee** in advance of **R500**, with the **balance being settled after selection of your cleaner at the interview**. Salaries are negotiated based upon whether she lives in or out, her hours worked, past earnings and experience.

An interview of candidates will be arranged at our offices **three working days** after we have received your order and **proof of payment of the R500 admin fee**.

The admin fee* covers: the costs incurred perusing your specifications and matching your specifications with our placement register, making cell calls to all suitable candidates, arranging interviews and cancellation if the order is cancelled prior to the first candidate starting work. Please note that there is no limit to the number of interviews which may be arranged during the month following placement of the order. The admin fee is not refundable should you decide not to continue.

After the first cleaner has begun work, the balance of the placement fee is due and no refund is possible. The guarantee then comes into effect. If after say a week you are in any way dissatisfied, please contact our Placement Officer and your second choice if still available will be dispatched, or another interview will be arranged.

In total, **up to three** candidates may be placed within **three months**. Please note that we **do not charge** for the two replacements, however our only condition is that they must both start work **within three months from the date on which you placed your order**. Interviewing will take place at **Rent A Maid’s Durban offices at 201 Che Guevara (Moore) Road, Glenwood**.

Please initial this page here



CLEANER IMAGE PLACEMENT ORDER

TITLE INITIALS SURNAME

LANDLINE (.....)..... FAX (.....)

CELL

EMAIL
(Please write clearly)

YOUR EMPLOYEE'S NEW WORK ADDRESS
.....
.....

DATE ORDER PLACED /...../ 20.... *(the guarantee expires three months after this date)*

CLEANER'S REQUIRED STARTING DATE /..... / 20.....

Banking Details : **ABSA bank** **Hillcrest Branch**
Cheque Account no : **405 096 0684** **Branch Code 632 005**
Account name : **JS Murphy t/a Cleaner Image Services**
Reference : **"YOUR SURNAME" and the word "PLACEMENT"**

Please complete the form above and the attached 2 page Job Specifications.
 Then scan and email all 4 pages plus proof of the admin fee payment (5 pages in total) to
 Branch Manager, **Kershnee** at branchmanager@rentamaid.co.za as well as
 Placement Officer, **Nonhlanhla** at central@rentamaid.co.za or fax **031-201 9002**.

Terms and Conditions signed by customer in acceptance :

Registered at Head Office

Rubber Stamp