

AQUATIC CONTROL ENGINEERING LTD

Document Title: Recruitment Policy and Procedure

Aquatic Control Engineering Ltd

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The Company ensure it's Recruitment and Enrollment into the company is in line with Equality, Diversity, GDPR Act 2018, Pensions Act 2008 and all Employment Law regulations according to ACAS.

External Recruitment methods

ACE engages with specific recruitment agencies and consultants with expertise in areas of the role recruiting for.

All recruitment agencies must agree to ACE's terms of business and be reviewed annually.

ACE ensure all external recruiters are approved according to the ACE Quality policy and approved supplier process, whilst also ensuring they recruit in the correct process, eliminating any discrimination and promoting equal opportunities.

Date: 8th October 2020

Signed:

A handwritten signature in blue ink, appearing to read 'S. Randall', is written over a light blue horizontal line.

Stephen Randall; Managing Director

Date Reviewed: October 2020	Next Scheduled Review: October 2021
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