

2 Apply

Specialist Job Application Management

Introduction

2 Apply is owned and administered by HR4UK.com Ltd

By using the 2 Apply recruitment service, employers are committed to acting within the principles of our Equality Policy and to comply with the Equality Act 2010.

Our equality policy

All candidates shall have the right to job opportunities irrespective of their age, disability, gender reassignment, marriage/civil partnership, pregnancy, maternity, race, religion, belief, sex or sexual orientation.

Decisions on recruitment and selection will be made solely on the requirements of:-

- The job specification advertised.
- Finding the best candidate to meet that specification.
- The assessed ability of the candidate to blend and work with the existing work force.

The employer will provide equal opportunity to all, irrespective of

- gender, including gender reassignment
- marital or civil partnership status
- having or not having dependants
- religious belief or political opinion
- race
- disability
- sexual orientation
- age

The employer recognises that there is a duty under the Equality Act 2010 to implement an equal opportunities policy and commits themselves to pursuing principles and practice of equality in all their recruitment procedures. They will value the diversity of the local population. They will use the services of 2Apply to support that commitment. They are determined, wherever practical and economic, to make their facilities and resources accessible and useful to everyone, regardless of any individual characteristic which may unfairly affect a person's opportunities in life.

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Equality Commitments

The employer is committed to:

- Promoting equality of opportunity for all persons.
- Preventing occurrences of unlawful direct or indirect discrimination.
- Fulfilling their legal obligations under the equality legislation and associated codes of practice.
- Taking lawful affirmative or positive action, where appropriate.

They have accepted that breaches of this Equal Opportunities policy will be regarded as misconduct by them, and can lead to HR4UK.com terminating their right to use the 2Apply service.

Putting it into practice

We expect all employers using the 2Apply service to abide by the policy and help to create the equality environment which is its objective by:

- Communicate the policy to all employers wishing to use the service by issuing an electronic communication to them before each job is advertised.
- Incorporate specific and appropriate duties in respect of implementing the Equal Opportunities policy into their recruitment and selection procedures.

Monitoring and Review

We will establish appropriate information and monitoring systems to assist the effective implementation of the policy. The effectiveness of the equal opportunities policy will be reviewed regularly and action will be taken as necessary.

Complaints

Candidates applying for a position through this service accept their obligation to raise any perceived matter of discrimination using the procedure available to them, and communicated to them by email, with the result of their application.

All complaints of discrimination will be dealt with seriously, and investigated promptly and confidentially. Where necessary, the services of the independent organisation Staff Dispute Resolution UK will be used.