

Service overview – Online job board

- ✓ After registering as an employer on the homepage, you can log in with your access data and enter your job advertisement. After activation by the Career Center, the advertisement will be published on the job board.
- ✓ Duration of the advertisement: 4 weeks or until the application deadline
- ✓ All legally required contents ([salary](#), etc.) must be given.
- ✓ **Contact:** Maja Naimer, Tel: 01/47654/10440, alumni@boku.ac.at

valid from July 2023

Advertisements for graduates:

- **FREE:** Job ad as text block (max. 1 ad/year) € free of charge
Valid for micro-enterprises (<5 employees), NGOs and start-ups, public schools/colleges/universities
- **BASIC:** Job ad as text block € 220
- **STANDARD:** Job ad with logo € 350
- **PREMIUM:** Job ad in corporate design € 390
- **Additionally bookable: Direct mailing** € 450
In addition to publication on the online job market, the advertisement is sent by mail to the alumni members of the respective field of study
- **Anonymous placement, job ad as text block** € 300
The employer remains anonymous - applications are collected by the Career Center and forwarded to you.
- **Candidate selection** € 1.000
We present you the most suitable 3-5 candidates from the applications, with handover of the application documents and interview documentation.

Advertisements for students:

- Job ad as text block € free of charge
Applies to paid student jobs (e.g., internships, master's theses, ...).
- Job ad with logo € 150
- Job ad in corporate design € 250

All prices are exclusive of 20% VAT.

By placing an order, the client declares that he*she has read and accepted the General Terms and Conditions (see page 3).

Flat rates - unlimited job placements for one year

- **BASIC:** Job ads as text block € 2.990
The job advertisements are published as text ads on the job exchange for four weeks or for the duration of the application period.
- **STANDARD:** Job ads with logo € 3.990
The job advertisements are published as text ads with logo for four weeks or for the duration of the application period on the job exchange.
- **PREMIUM:** Job ads in corporate design € 4.990
The job advertisements are published in corporate design on the job exchange for four weeks or for the duration of the application period.
- **Additionally bookable: Direct mailing** € 1.000
All published advertisements will additionally be sent by mail to the alumni members of the relevant field of study.
- **SPECIAL flat rate:** job ads updated weekly € 8.990
Your career page will be scanned weekly by the Career Center and suitable job advertisements will be published in a collective advertisement with your logo on the online job board. Thus, your ad will be ranked weekly in the front and will appear every Friday in the job newsletter. Valid for 52 weeks.

Special offers

- **Banner advertising** on the job market € 750
Duration 4 weeks, alternating with Alumni Banner
- **Logo advertising:** link to the career page of your homepage € 1.290
Directly at the job board your logo is set with a link to the career page of your homepage. Valid for 365 days.

All prices are exclusive of 20% VAT.

By placing an order, the client declares that he*she has read and accepted the General Terms and Conditions (see page 3).



General terms and conditions

Scope

The Career Center of the University of Natural Resources and Life Sciences provides the homepage for the job board and, in the case of an order for a direct mailing, takes care of sending the job advertisement to the members.

Subject matter of the contract and contractual performance

The BOKU Career Center offers companies the opportunity to publish their job advertisements. Upon agreement, an additional selection of candidates can be carried out. One open position can be advertised per job advertisement, unless otherwise agreed. The Career Center also offers annual flat rates with unlimited job postings for one year. The costs for the booked service are determined by the prices in the service overview valid at the time of order acceptance.

Contract conclusion

The order for the publication of job advertisements comes into effect when the company places an order via the online portal and the Career Center executes/accepts the content of the contract. Other services, such as candidate selection or annual flat rate, require a written order (by e-mail) by the company and acceptance by the Career Center.

Duties of the client

The client undertakes not to publish any content in his advertisements that violates applicable Austrian law. The client is obligated to follow the valid guidelines for job advertisements, such as gender-appropriate spelling and salary information. The Customer undertakes to transmit the graphic files for the advertising banner/link to the Career Center after placing the order. The timely payment is the responsibility of the client.

Duties of the Career Center

Paid and unpaid company listings will be published as agreed after receipt of order and review. The alumni homepage as well as the notices are updated within three days. The publication of the postings normally refers to four weeks or depending on the application deadline. The advertising banner and link will be installed by the Career Center within one week.

Format job ads

The text for job advertisements is provided by the company or formulated accordingly by the Career Center upon order. Minor changes to the text (such as correction of typing errors or gender-appropriate spelling) can be made by the Career

Center without informing the company in advance. The logo or advertisement in corporate design must be provided in an appropriate form (as a jpeg or pdf file), and uploaded to the online portal or sent by e-mail. The size of the advertisement will be adjusted by the Career Center according to the job window and may therefore differ from the original size. If a direct mailing has been booked in addition to the publication of the job advertisement, the advertisement will be sent to the alumni members of the relevant field of study by e-mail.

Liability

The Career Center assumes no liability for the advertisements published by the company.

The Career Center is responsible for the release of job advertisements. The publication of jobs can be refused without giving reasons. The Career Center is responsible for selecting the companies that place a banner.

The Career Center accepts no liability for the content of websites referred to in this medium. Any indications of illegal or immoral content on websites to which a link is provided by this medium will be checked and, if necessary, the link will be removed immediately.

In the event of force majeure, any obligation to fulfill the order and pay damages shall expire. A guarantee for a specific advertising effect cannot be given.

In case of a shutdown of the website of the paying company, no cost claims can be asserted. The prices stated at the service overview represent a reimbursement of costs and are not related to a successful mediation.

Termination of the contract

The contract ends after the corresponding contract period. This normally ends after four weeks or depending on the specified application period. The annual lump sum ends 365 days after conclusion. The annual lump sum can only be terminated prematurely by mutual agreement. There is no right to reimbursement of costs.

Payment deadline

After placing the order, you will receive an invoice from us by e-mail. The payment deadline is two weeks. If the payment deadline is exceeded, the Career Center is entitled to charge interest on arrears and compound interest in the amount of 12% per annum.

Place of performance/jurisdiction

Place of performance and jurisdiction is Vienna. Austrian law shall apply.