**Scope of work**

The Service Provider (Aristo Consultants) will provide the following services

• Searching and headhunting - explore prospective candidates from our rich database, other sources, and/or by headhunting to match the skills and qualifications required by the specific job description.

• Identifying - analyze profiles identified or received through applications or other sources and identify the ones who match the position profile.

• Shortlisting - share a shortlist of a maximum of five or as requested, of the most qualified prospective candidates for interviews and selection. If any of the shortlisted candidates do not meet the hiring manager’s expectations, Access Health may ask for additional candidates to be added to the shortlist.

• Ensuring a steady flow of shorlists as per hiring manager’s requirements.

**Service Fee**

A service fee will be paid to the Service Provider based on the following commercials.

|  |  |  |
| --- | --- | --- |
| **S.No** | **Total CTC** | **Fees (% of Total CTC)** |
| 1 | Below Rs. 1,000,000 | 8.33% |
| 2 | Rs. 1,000,001 to Rs. 1,500,000 | 10% |
| 3 | Rs. 1,500,001 to Rs. 2,000,000 | 12.50% |
| 4 | Rs. 2,000,001 to Rs. 2,500,000 | 15% |
| 5 | Rs. 2,500,001 to Rs. 3,000,000 | 17.50% |
| 6 | Above Rs. 3,000,000 | 20% |

\*GST would be additional

The service provider should raise an invoice after completion of 30 days of the candidate joining the services.

Replacement/ Refund – If a candidate resigns within 90 days of joining, Service Provider shall, at the option of Quality Health, either continue the search for a replacement or refund the fees paid with respect to that candidate

**Term**

This engagement shall commence upon execution of this Agreement. The Agreement

shall continue in full force and is effect from **May 7, 2022.**