

Constructive Bio does not accept unsolicited CVs or candidate details/profiles from recruitment agencies (“Agencies”). We only accept unsolicited CVs directly from candidates.

Our Chief of Staff and HR support team are the only Constructive Bio personnel authorised to work with Agencies. We have asked our hiring managers and other colleagues not to engage Agencies. Nor are they authorised to request or accept CVs or candidate profiles from Agencies, and they will not respond to any unsolicited Agency contact.

Should we require any recruitment support from Agencies, our Chief of Staff or HR Support team will approach an Agency directly, sign an Agreement with that Agency, and then engage it for a specific role. At that point, the Hiring Manager and the Agency will meet to share more details of the role, as appropriate.

If any unsolicited candidate submissions are received from an Agency, they will be considered Constructive Bio’s property. We will consider any candidate submitted in these circumstances as a free referral by the Agency and will not be liable for any fees in the event we employ the candidate.

We will not be liable for any fees should we employ a candidate brought to us by an Agency who has previously been introduced to Constructive Bio, unless we have a pre-existing agreement in place for that candidate.

Constructive Bio only works with Agencies who conduct themselves in accordance with the highest standards. We do not view favourably any Agency that:

- Submits unsolicited CVs or candidate details/profiles without advance approval from our Chief of Staff or HR Support team.
- Attempts to circumvent our contacts named above by contacting Constructive Bio by other routes.
- Advertises our jobs without our specific instruction (and only then with a properly executed Agreement in place).

Submission of any unsolicited CVs or candidate details/profiles to us by Agencies will be deemed acceptance by such Agencies of these terms.