Terms of service for companies in Colombia

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Who provides the service

Write to us at soporte@globalagenttic.com. You can also write to us from Help and contact.

What you purchase

Selezziona gives your company its own job portal and a panel to post job openings, receive applications, evaluate each person against the requirements of the job opening, schedule interviews and view reports. Your job openings also appear on selezziona.com. These terms apply to companies and agencies in Colombia and supplement the Terms of use.

Acceptance

The person who creates the account accepts these terms on behalf of their company. When we publish a new version, an Administrator accepts it in the panel before continuing to use the panel. We keep who accepted, the date and the time, and part of their IP address. You can read and download these terms before you create the account.

Plans and limits

- Each plan has a limit on active job openings, panel users and locations, and a monthly amount for tasks that use artificial intelligence. The limits of each plan are on Pricing.
- If you reach a limit, the panel does not let you take the action and tells you what the limit is and how much you are using. You can change plans to get more.
- The Free plan has no cost and does not expire. The free trial lasts 14 days and does not require a card. If you do not purchase a plan when it ends, the account moves to Free at no charge: open job openings are closed, and the users and locations that plan allows remain active.

Prices, payments and cancellation

- The prices of each plan and their limits are on Pricing, in US dollars. We invoice from Panama. For companies in Panama we add 7% ITBMS (Panama's sales tax); in other countries we do not add taxes. Your bank may charge its own fees.
- To purchase or change a plan, write to us from Help and contact. You pay by credit or debit card; we do not accept bank transfers. You can pay monthly or for the full year, which costs the same as 10 months.
- You can cancel at any time: write to us at soporte@globalagenttic.com. The plan continues until the end of the paid period, and then the account moves to Free with its data. We do not refund what you paid for that period, except under the right of withdrawal explained below.
- If you made the purchase remotely and the service has not started, you can use your right of withdrawal (derecho de retracto) within 5 business days, and we refund everything within 30 calendar days at most. If there was fraud or a card charge you did not request, you can ask for a payment reversal.
- Custom domain (for example, jobs.yourcompany.com) is a monthly add-on, separate from the plan.

Verified company

- The Business, Agency Plus and Corporate plans include the Selezziona “Verified company” badge. Your company requests it from its panel, in Configuración !’ Verificar mi empresa (Settings !’ Verify my

company), with its information and the documents we ask for in its country.

- A person on our team reviews the request and approves it or rejects it with the reason. Automated checks of public registries help with the review, but they do not make the decision. If we reject the request, you can correct it and send it again.
- The badge states that we reviewed your company's legal documents on a certain date. It is not a filing with any authority, and it does not guarantee your job openings or your working conditions.
- It is valid for one year, or until the day one of the documents expires if that comes first. We email you 60, 30 and 7 days before so you can renew it.
- We remove it if it expires, if we confirm a fraud report, if we suspend the account or if your company moves to a plan that does not include it, including when a payment fails and the account moves to the Free plan. We notify you by email and in the panel.
- You agree to provide true and current documents, and to have the legal representative's authorization to send us their data. We handle the documents as described in the Privacy notice.

Candidate data

Your company is the controller of the data of the people who apply on its job portal or create their account there, and uses it only for its hiring processes. Selezziona processes it on your company's behalf under the Data processing agreement, which is part of these terms.

Use of the service

- Your company posts real job openings and follows the rules of the Terms of use: it does not charge candidates, does not post pyramid or multilevel schemes, and does not ask for or prefer people based on their age, sex, marital status, pregnancy, religion, origin, disability or appearance, unless a law requires it for that position.
- We check each job opening with fixed rules, without artificial intelligence. In your panel you can see why a job opening was held.
- Resume reading and requirement evaluation are an aid and can make mistakes. A person at your company makes the decisions to interview, reject or hire.
- You are responsible for the people you invite to the panel and for what they do there.

Support

We help you by email and from Help and contact. Each message gets a tracking number, and we reply within 10 business days at most. The service may stop for maintenance; when we know in advance, we let you know beforehand.

If your company leaves

If you cancel the plan, the account moves to Free with its data. If you ask us to close the account, we first give you an export with all of your company's data and documents, without passwords or access codes. Then we delete your company's data, as described in the Data processing agreement.

Suspension

We may suspend an account that posts fake job openings, charges candidates or does not comply with these terms. We tell you why and you can respond. If we suspended it because of a mistake on our part, we refund the unused part of the paid period.

Liability

Selezziona is not a party to the employment relationship between your company and the people it hires, and it does not guarantee that a job opening will receive applications or lead to a hire. This does not limit our liability for failures of the service you purchased or the rights that the law of your country gives you and that cannot be waived.

Changes to these terms

If we change them, we publish the new version with its date and email the Administrator at least 30 days before it takes effect. The changes do not raise the price of a period already paid for. If you do not agree, you can cancel before that date without paying anything more.

Governing law

These terms are governed by the laws of Panama. If your company is a consumer in Colombia, it keeps the rights its laws give it and can go to the Superintendencia de Industria y Comercio (SIC, Colombia's consumer protection authority) or to that country's courts.

Language

This is an English translation of the Spanish text. If the two versions differ, the Spanish version applies. You can read the Spanish version.