Preferred Supplier Program (Direct Hire Only)

Overview: We are empaneling select staffing partners for direct-hire (permanent) recruitment on a referral basis. If your agency consistently presents vetted, consented candidates who match role must-haves, we'd like to collaborate.

Why Partner with Us:
- Clear intake briefs with must-haves, interview plan, and compensation range.
- Fast turnaround: profile acknowledgment in 24–48 hours; feedback in 3–5 business days.
- Transparent fee structure and on-time payments.
- Streamlined submissions and status visibility via our standardized process.
- Repeatable demand across tech, data, product, and corporate roles.

Engagement Model:
- **Basis:** Referral-only, non-exclusive (role-based exclusivity may apply).
- **Scope:** Junior to mid-senior direct hires; occasional niche mandates.
- **Geography:** Primarily U.S. roles, Canada, UAE, Saudi Arabia (remote, hybrid, on-site as specified).
- **Volume:** Curated requisitions aligned to your strengths.

Partner Expectations:
- Submit only consented, job-ready candidates matched to must-haves.
- Ensure resume quality: clean formatting, clear timelines, accurate titles/skills.
- Provide candidate details: location, work authorization, salary expectations, notice period, interview availability.
- Avoid duplicates and speculative profiles; honor submission caps.
- Respect candidate exclusivity with us for 45–60 days (**unless released**).
- Maintain confidentiality and adhere to data privacy policies.

Our Commitments:
- Detailed intake + rapid clarifications.
- Structured feedback (shortlist reasons, rejection rationale when possible).
- Interview scheduling support and timely updates.
- Transparent fee terms and prompt payments.
- Quarterly syncs for performance review and calibration.

Referral Fee & Terms (Direct Hire):
- **Fee:** X% of first-year base salary (confirm per role) OR Fixed Fee.
- **Payment:** Net 90 to 120 days from candidate start date (confirm per role).
- **Replacement Guarantee:** 60–90 days for voluntary attrition/performance exits (one-time, like-for-like).
- **Exclusions:** No fee owed for candidates already in our database, directly sourced by us before submission, or submitted by another partner within the active window.

Submission Process:
- **Registration:** Share your agency profile and get the login credentials for you company.
- **Role Release:** Receive curated JDs with must-haves, salary band, process, and submission cap.
- **Submit:** Portal or e-Mail, as per guidelines (one PDF/MS-Word per candidate).
- **Track:** Receive status updates and weekly summaries.

Required submission packet (Single PDF):
- Resume (**No Agency Branding**).
- **Candidate summary:** skills vs. must-haves, recent achievements, key metrics.
- **Details:** full name, city/state/zip-code, phone, email, work authorization, relocation, current/expected salary, notice period, LinkedIn/GitHub (If Applicable).
- Consent confirmation and exclusivity acknowledgment via the MDAEdge domain.

Compliance & Ethics:
- No misrepresentation of skills, titles, employers, or compensation.
- No mass/unsolicited submissions.
- Respect do-not-contact lists and DEI guidelines.
- Data handled per applicable privacy laws and client policies.

How to Get Empaneled:
- **Email**: Vendor-Empanelment@mdaedge.com
- **Subject:** "Direct Hire Vendor Empanelment – [Your Agency Name]"
- **Include:** capability deck, core verticals, recent roles filled, average time-to-submit, geographies, and 2–3 client references.
- **Review timeline:** 7–10 business days followed by a 20-minute alignment call.

FAQs:
- **Exclusivity**: Usually non-exclusive; certain roles may be exclusive by agreement.
- **Candidate ownership:** 6 months from valid submission, subject to exclusivity terms.
- **Metrics we track:** submission-to-shortlist, interview-to-offer, time-to-submit, quality of hire.

Call to Action:

Ready to partner on direct hires? Send your credentials to begin receiving matched requisitions and build a quality-first referral partnership.