



REMOTE WORK PLACEMENT **FAQs**

FAQs

GENERAL

Why is Inspired Education doing this?

Our mission is to bridge the gap between tertiary and industry in the built environment. In doing so, we provide flexible work experiences that allow companies to have savings while allowing new graduates to gain experience working on real projects.

Have other companies used this service in the past?

Yes, Eco-Effective Solutions, Pipenetworks, TPG Australia and just a few.

How can I choose the contractor I want?

Look through our Team Catalogue and complete the form by clicking FIND OUT MORE.

CONTRACTORS

How can I select more than one contractor?

Simply click on the option under 'I want more than one contractor' and include the names of the team members you would like to engage.

Where do the contractor/s come from?

All our contractors must be Australian Citizens and have a minimum of a Bachelor's degree from a recognised university in Australia.

PROCESS

How does it all work?

1. Select Contractor/s + the number of blocks you would like
2. Sign working agreement with the selected contractors
3. Send files on a secure cloud drive (Google Drive or Dropbox – password protected recommended)
4. Contractor/s will then engage your work and finalise timesheets and liaise with you directly.
5. Move on to revisions required. Or finalise payment and documents are released back to you

How is the time I am paying for allocated?

Built into the service fee, the time is allocated in to minimum 10 hour blocks engagement (unlimited number of blocks per contractor)

- a. Engage contractors for blocks of 10 hours minimum (i.e. 40 hours, 50 hours or 400 hours) to complete a project at the set fee.
- b. Each block of 10 have 1 hour of revisions built in for free and a revision meeting (1 hour in person or online with the contractor – this is your responsibility to arrange with the contractor at a mutually suitable time)



FAQs

REWARDS

Do I get any rewards for engaging larger time blocks?

Yes! We love to reward our loyal clients and we do this by rewarding 1 x 10 hour block with the same contractor for every 150 hours engaged for FREE! This rewards is in place for every 150 hours completed.

Is there a catch to the rewards?

No catch what-so-ever. We simply bare the cost on our own as a reward for long term client.

HOW WE MAKE IT EASY FOR YOU

Do you manage the contractor/s?

Short Answer: Yes

Long answer: Yes, but documentation and design direction is solely your responsibility

What do you do when you 'manage' the contractor/s?

We make sure that our contractors are keeping accurate timesheets and are working ethically and honestly. We also check-on the contractor/s to make sure they are working to meet your deadlines and budget.

We do not however manage the documentation or design of any given project. We reserve the right to refuse any assistance to contractor/s on the project work.

How are my files protected?

Any files sent to us directly from you and the documents the contractor/s produce will be backed up in our secure servers.

How do I track the costs, times so that I can work within a budget and to a specific deadline?

Each contractor you select will fill-in timesheets which will detail the project name, time spent, relative costs and a total tally. These timesheets will be made available to you once we have finalised your payment.

How do I protect my confidentiality in the projects worked on?

All contractors have agreed to a Non-disclosure of Information Agreement (NDA) with Inspired Extraordinaires prior to beginning work. Following on from this there are confidentiality clauses included in the working agreement – T&Cs that will be finalised prior to engaging any project work. We take confidentiality very seriously and have put in many elements to protect your IP as well as ours.





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