

1. Introduction

Welcome to Recruitmound. We are committed to protecting and respecting your privacy. This Privacy Policy explains how we collect, use, and safeguard your personal data in compliance with the General Data Protection Regulation (GDPR).

2. Data Collection

We collect various types of personal data to provide and improve our services:

Types of Data Collected:

- Personal Identification Information: Name, address, email address, phone number.
- Professional Information: CVs, work history, qualifications, and skills.
- Usage Data: Information on how you use our website, including IP addresses, browser type, and browsing history.

Methods of Collection:

- Direct Interactions: You provide data by filling in forms on our website or by corresponding with us by phone, email, or otherwise.
- Automated Technologies: We collect data through cookies and similar tracking technologies.
- **Third-Party Sources:** Publicly available sources or recruitment partners.

3. Legal Basis for Processing

We process your data under the following legal bases:

- Consent: When you provide consent for specific purposes.
- Contractual Necessity: To perform contracts with you or to take steps at your request before entering into a contract.
- Legal Obligation: To comply with legal and regulatory requirements.
- Legitimate Interests: To pursue our legitimate business interests, provided that they are not overridden by your rights.

4. Use of Data

We use your personal data for the following purposes:

- Recruitment Process Facilitation: To match candidates with job opportunities.
- Communication: To contact you regarding potential job opportunities and updates.
- Service Improvement: To enhance our services and user experience.
- Legal Compliance: To fulfill legal obligations and respond to legal requests.

Data Sharing:

- Clients: We share candidate information with clients seeking to fill job vacancies.
- Service Providers: We engage service providers to perform business functions on our behalf.
- Legal Obligations: We may disclose your data to comply with legal obligations or to protect our rights.

5. Data Storage and Security

Your data is stored securely within the UK and the European Economic Area (EEA). We implement robust security measures to protect your data from unauthorized access, alteration, or disclosure.

Security Measures:

- Encryption: Data encryption in transit and at rest.
- **Access Controls:** Restricted access to personal data to authorized personnel only.
- **Regular Audits:** Ongoing security assessments and improvements.

Retention Periods: We retain your personal data only as long as necessary to fulfill the purposes for which it was collected, including legal and business obligations.

6. Data Subject Rights

Under GDPR, you have the following rights regarding your personal data:

- Access: Request access to your personal data.
- Rectification: Correct inaccurate or incomplete data.
- Erasure: Request the deletion of your personal data.
- Restriction of Processing: Limit the processing of your data under certain circumstances.
- Data Portability: Receive your data in a structured, commonly used format.
- Objection: Object to the processing of your data based on legitimate interests or direct marketing.

7. Consent and Withdrawal

We will obtain your explicit consent for specific data processing activities. You have the right to withdraw your consent at any time by contacting us. Withdrawal of consent will not affect the lawfulness of processing based on consent before its withdrawal.

8. Cookies and Tracking Technologies

We use cookies and similar technologies to enhance your experience on our website. Cookies help us understand how you use our site and improve its functionality.

Managing Cookies: You can manage your cookie preferences through your browser settings. Please note that disabling cookies may affect the functionality of our website.

9. Third-Party Links

Our website may contain links to third-party websites. We are not responsible for the privacy practices of these external sites. We encourage you to review their privacy policies before providing any personal information.

10. Changes to Privacy Policy

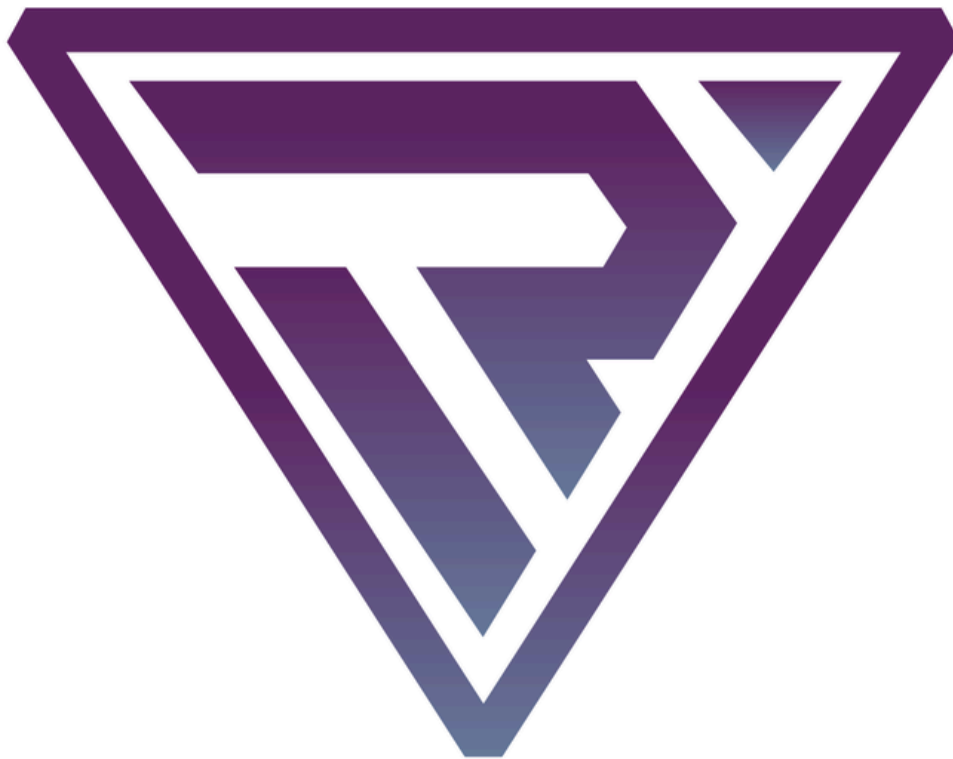
We may update this Privacy Policy from time to time. Any changes will be posted on this page, and where appropriate, notified to you by email. Please check back frequently to see any updates or changes to our Privacy Policy.

11. Contact Information

If you have any questions or concerns about this Privacy Policy or our data practices, please contact us at:

Recruitmound

info@recruitmound.co.uk



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