

TYS Recruitment Privacy Policy Effective Date: October 16 2023

TYS Recruitment ("we," "our," or "us") is committed to protecting the privacy of your personal information. This Privacy Policy outlines the types of personal information we collect, how we use it, and the choices you have concerning your data. By accessing our services, you agree to the terms and conditions described in this Privacy Policy.

### Information We Collect

1. Personal Information

We may collect the following types of personal information:

- Contact information, including your name, email address, phone number, and postal address.
- Professional information, such as your resume/CV, employment history, and educational background.
- References, recommendations, and other employment-related information provided by you.
- Information obtained through interviews, assessments, or other evaluation processes.

#### 2. Non-Personal Information

We may also collect non-personal information, such as website usage data, IP addresses, browser type, and operating system, for analytical and statistical purposes.

# How We Use Your Information

We use your personal information for the following purposes:

- To provide recruitment and employment-related services.
- To communicate with you about job opportunities and updates.
- To assess your qualifications and match you with potential employers.
- To improve our services and personalize your experience.

# Sharing Your Information

We may share your personal information with the following parties:



- Prospective employers and clients interested in your profile.
- Third-party service providers who assist us in conducting our business operations.
- Legal authorities, if required by law or to protect our rights, property, and safety.

## Your Choices

You have the following choices regarding your personal information:

- You can access, update, or delete your personal information by contacting us.
- You can opt out of receiving promotional emails from us at any time.
- You may choose not to provide certain information, although it may limit our ability to provide our services effectively.

### Security

We take reasonable steps to safeguard your personal information, but no system is entirely secure. We cannot guarantee the security of your data.

# Cookies and Tracking Technologies

We may use cookies and other tracking technologies on our website. You can control cookies through your browser settings.

## Changes to this Privacy Policy

We may update this Privacy Policy from time to time. You will be notified of any material changes via email or by a notice on our website.

### Contact Us

If you have questions or concerns about this Privacy Policy, please contact us at: recruitment@theyachtstew.com