

Privacy Policy

Effective Date: 6/1/2024

At Emory Staffing, we are committed to protecting the privacy and security of our website visitors, clients, and job seekers. This Privacy Policy outlines how we collect, use, and safeguard your personal information when you visit our website or use our services.

1. Information We Collect We may collect the following types of personal information:

- **Contact Information:** Name, email address, phone number, and mailing address.
- **Employment Information:** Resume/CV, employment history, qualifications, skills, and job preferences.
- **Payment Information:** Banking or payment details for invoicing purposes.
- **Technical Information:** IP address, browser type, operating system, and website usage statistics (via cookies and similar technologies).

2. How We Use Your Information We use the information we collect for the following purposes:

- **Recruitment and Staffing:** To match job seekers with suitable job opportunities and assist clients with their staffing needs.
- **Communication:** To respond to inquiries, provide updates on services, and send important notices.
- **Billing and Payments:** To process payments and manage accounts.
- **Marketing:** To send promotional materials, newsletters, or other marketing communications (with your consent where required).
- **Improving Our Website:** To analyze website usage and improve user experience.

3. How We Share Your Information We do not sell or share your personal information with third parties except in the following circumstances:

- **With Employers:** To provide prospective employers with relevant information during the recruitment process (e.g., resumes, qualifications).
- **Service Providers:** With trusted third-party service providers who assist us in operating our website and services (e.g., payment processors, cloud storage providers).

- **Legal Compliance:** When required by law, regulation, or court order, or to protect the safety and rights of Emory Staffing, our clients, or others.

4. Cookies and Tracking Technologies We use cookies and similar tracking technologies to enhance your experience on our website. Cookies help us understand website usage, remember your preferences, and provide relevant content. You can manage your cookie preferences through your browser settings.

5. Your Rights Depending on your location, you may have the following rights regarding your personal information:

- **Access:** Request a copy of the personal data we hold about you.
- **Correction:** Request correction of any inaccurate or incomplete information.
- **Deletion:** Request the deletion of your personal information (subject to certain legal obligations).
- **Opt-Out of Marketing:** Opt-out of receiving marketing communications at any time.
- **Data Portability:** Request a copy of your personal data in a commonly used format.
- **Non-Discrimination:** Exercise your rights without receiving discriminatory treatment.

To exercise any of these rights, please contact us at the details provided below.

6. Data Security We take appropriate technical and organizational measures to protect your personal information against unauthorized access, loss, or misuse. However, no method of transmission over the Internet or electronic storage is 100% secure.

7. International Data Transfers If you are accessing our website from outside the United States, please be aware that your information may be transferred to, stored, and processed in the U.S. By using our website, you consent to such transfers.

8. Retention of Information We retain personal data only for as long as necessary to fulfill the purposes outlined in this policy, or as required by law.

9. Changes to This Privacy Policy We may update this Privacy Policy from time to time. Any changes will be posted on this page, and we will notify you of any significant updates via email or prominent notice on our website.

10. Contact Us If you have any questions or concerns about this Privacy Policy or how we handle your personal information, please contact us at:

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