



Last Updated: [May 29, 2024]

# Privacy Policy

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Rize @ People Konnect Pvt Ltd is a leading Talent Management Advisory Firm and is a trusted name in Executive Search, Leadership Hiring, DEI Consulting, Talent Management, Corporate Gifting and Career Builder Services.

We are committed to protecting the privacy and security of personal data collected through our website and during the recruitment process. This Privacy Policy outlines how we collect, use, and protect personal information, as well as the rights individuals have regarding their data.

## 1. Information We Collect:

We collect personal information directly from individuals or through our website, including but not limited to:

- Contact Information: Name, email address, phone number, and mailing address.
- Resume/CV: Work history, education, skills, and other relevant employment information.
- Additional Information: Any other information individuals choose to provide, such as cover letters or references.

## 2. Use of Information:

We use the information collected for recruitment purposes, including:

- Evaluating candidates for potential employment opportunities.
- Contacting candidates regarding job openings or recruitment updates.
- Communicating with candidates throughout the recruitment process.
- Improving our recruitment services and website functionality.

## 3. Sharing of Information:

We may share personal information with:

- Our clients: For the purpose of facilitating job placements.
- Third-party service providers: To assist with recruitment activities, such as applicant tracking systems or background checks.
- Legal requirements: When required by law or in response to legal requests.

## 4. Data Security:

We take reasonable precautions to protect personal information from unauthorized access, disclosure, alteration, or destruction. This includes implementing physical, technical, and administrative security measures.

#### 5. Data Retention:

We retain personal information for as long as necessary to fulfil the purposes outlined in this Privacy Policy or as required by law. When personal information is no longer needed, we securely dispose of it.

#### 6. Individual Rights:

Individuals have the right to:

- Access their personal information.
  - Rectify inaccuracies in their personal information.
  - Request deletion of their personal information.
  - Object to the processing of their personal information.
  - Withdraw consent for the processing of their personal information.
- #### 7. Cookies and Tracking Technologies:

We may use cookies and similar tracking technologies to enhance user experience and analyse website usage. Individuals can manage cookie preferences through their browser settings.

#### 8. Links to Third-Party Websites:

Our website may contain links to third-party websites. We are not responsible for the privacy practices or content of these websites. Individuals should review the privacy policies of third-party websites before providing any personal information.

#### 9. Children's Privacy:

Our website and services are not intended for children under the age of 13. We do not knowingly collect personal information from children.

#### 10. Changes to this Privacy Policy:

We may update this Privacy Policy periodically to reflect changes in our privacy practices. We will notify individuals of any material changes by posting the updated Privacy Policy on our website.

#### 11. Contact Us:

If you have any questions or concerns about this Privacy Policy or our privacy practices, please contact us at [info@peoplekonnect.co.in](mailto:info@peoplekonnect.co.in).

By using our website or engaging in our recruitment services, individuals acknowledge and consent to the collection, use, and sharing of their personal information as described in this Privacy Policy.