

PRIVACY POLICY

This Privacy Policy explains how we collect, use, disclose, and protect your personal information when you use our job portal. By creating an account, you consent to the practices described herein.

(i) INFORMATION WE COLLECT

- **Personal Information:** Name, contact details, communication address, employment history, education, skills, and other details provided in your profile.
- **Account Information:** Login credentials, preferences, and settings.
- **Usage Data:** IP address, browser type, device information, and activity logs.
- **Employer Data:** Job postings, company details, and recruiter contact information.

(ii) HOW WE USE YOUR INFORMATION

- To facilitate job search and recruitment services.
- To verify the accuracy of information provided.
- To communicate updates, notifications, and relevant opportunities.
- To comply with legal obligations and prevent misuse or fraud.
- To improve portal functionality and user experience.

(iii) DATA SHARING & DISCLOSURE

- **Employers/Recruiters:** Your profile may be shared with employers for recruitment purposes.
- **Service Providers:** Third-party vendors supporting portal operations (e.g., hosting, analytics).
- **Legal Authorities:** When required by law or to protect rights, safety, and security.
- **Global Transfers:** Data may be transferred internationally, ensuring compliance with applicable data protection laws.

(iv) **USER RIGHTS**

Depending on your jurisdiction (e.g., GDPR in EU, CCPA in California), you may have rights to:

- Access, correct, or delete your personal data.
- Restrict or object to processing.
- Request data portability.
- Withdraw consent at any time.

(v) **DATA RETENTION**

- a) Personal data is retained as long as your account is active or as required by law.
- b) Inactive accounts may be archived or deleted after a defined period.

(vi) **SECURITY MEASURES**

- a) Encryption of sensitive data.
- b) Secure servers and restricted access.
- c) Regular monitoring to prevent unauthorized access or misuse.

(vii) **COOKIES & TRACKING**

- a) Cookies are used to enhance user experience, analyze traffic, and personalize content.
- b) You may manage cookie preferences through your browser settings.

(viii) **DECLARATION & ADDRESS CHANGE CLAUSE**

I hereby declare that the above particulars have been given by me are true and correct to the best of my knowledge and belief. I also undertake to intimate the Chennai office in case of any changes in my given Communication Address within 10 days of such change.”

(ix) **GOVERNING LAW & JURISDICTION**

- a) This Privacy Policy is governed by applicable international data protection laws.
- b) Any disputes shall be subject to the jurisdiction of courts in Chennai, India.