

Applicant Tracking and SMS Privacy Policy

Effective Date: January 2, 2025

1. Introduction

We are committed to safeguarding your privacy. This policy outlines how we collect, use, store, and protect your personal information throughout the hiring process, including any information communicated via SMS (text messaging).

2. Information We Collect

- **Personal Information:** Includes your name, email address, phone number, resume, and other Talent Network or application-related details.
- **SMS Interaction Data:** Includes your phone number and any text messages exchanged between you and our team.

3. Use of Your Information

We may use the information we collect to:

- Evaluate your profile/application and communicate hiring decisions.
- Notify you of interview schedules, job offers, and updates.
- Send reminders or confirmations related to your application.

4. SMS Communications

- We may use SMS to communicate important updates, interview requests, and other job-related messages.
- By providing your phone number and selecting “Yes”, you consent to receive these messages. You can opt-out at any time by replying “STOP”.

5. Data Retention

We retain your information for as long as necessary to evaluate your application and fulfill recruitment-related purposes.

6. Your Rights

You have the right to access, modify, or delete your personal information, including data related to SMS communication, as permitted by applicable privacy laws.

7. Security

We take appropriate security measures to protect your personal data, but please note that no method of communication is fully secure.

8. Changes to This Policy

This privacy policy may be updated periodically. We encourage you to review it regularly to stay informed about how we handle your information.

9. Contact Us

If you have any questions about this policy or wish to exercise your privacy rights, please contact us at:

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