

At **Ennovatez.com**, we take your privacy seriously! Please read this **Statement of Privacy** to be more aware about our policy on collecting, using and disclosing personal information. This website is not intended for children under 13 years of age.

### **Scope of coverage**

This Statement of Privacy covers how Ennovatez.com treats personal information collected and received, including information relating to the past use of our products and services. "Personal Information" refers to information that personally identifies you by your name, email address or phone number and other information that is not otherwise available publicly. This Statement of Privacy applies only to the practices of Ennovatez.com and the people we employ or manage. Other websites or services linked to/from this website will have their own statements of privacy which can be viewed by clicking on their respective privacy links.

### **Collection of your Personal Information**

**Ennovatez.com** collects personal information, such as your name, email address, home or work address or telephone number, work experience and other such data associated with a resume for job applications. When you register with **Ennovatez.com** and sign in to our services, you are no longer unknown to us.

**Ennovatez.com** also keeps track of the pages our users visit within **Ennovatez.com**, for business and security purposes. We may use this data to deliver customized content and advertising to users whose behaviour indicates that they are interested in a particular subject area.

**Ennovatez.com** uses the collected information for the following general purposes: customizing the advertisement and content you see, fulfilling your requests for products and services, improving our services, contacting you, enforcing our Term of Use Policy, conducting research and providing relevant reports for our internal and external clients.

**Ennovatez.com** may collect information about your computer hardware and software. This information includes your IP address, browser type, domain names, access times and referring website addresses. We use this information for operating our services, maintaining the quality of the service, security management and providing reports for relevant business purposes.

Please keep in mind that when you apply for jobs advertised on **Ennovatez.com**, your resume data and any other information that you disclosed during your job application will be made available to the companies you are applying to. We encourage you to review the privacy statements of websites you choose to browse that are linked from **Ennovatez.com** so that you can understand how those websites collect, use and share your information. We are not responsible for the privacy statements or other content on such websites outside the **Ennovatez.com** domain name.

### **Use of your Personal Information**

**Ennovatez.com** does not sell, rent or share your personal information with other people or non-affiliated third parties except to provide you with the products or services you have requested or under these circumstances:

- When you apply to jobs through our services, your resume data and any other information that you disclosed during your job applications will be made available to the companies you are applying to.
- **Ennovatez.com** works with business partners to provide some services. We provide the information only to trusted business partners who work with us or on our behalf under confidentiality agreements. Our business partners may use your personal information to help us communicate with you about offers from them or **Ennovatez.com**. However, our business partners do not have any independent right to share this information;
- **Ennovatez.com** observes the process of law and will establish or exercise our legal rights or defend ourselves against legal claims;
- **Ennovatez.com** believes in sharing information in order to investigate, prevent or act on illegal activities, suspected fraud, situations involving potential threats to the physical safety of any person, violations of **Ennovatez.com's** Terms of Use, or as otherwise required by the law;
- Personal information collected on this site may be stored and processed in any country in which **Ennovatez.com** or its business partners, subsidiaries or agents maintain facilities, and by using this site, you consent to any such transfer of information outside of your country.

### **Control of your Personal Information**

**Ennovatez.com** offers you various choices for the use and sharing of your personal information, as well as subscription to various marketing preferences, products or services. You may choose not to receive any marketing material from **Ennovatez.com** or from any of our affiliated partners. You may also subscribe to additional products or services.

You may also stop the delivery of future promotional emails from **Ennovatez.com** by following the specific instructions in the emails you receive. The instructions explain how to stop receiving such e-mails.

However, there are some **Ennovatez.com** services that send out periodic emails to inform you of technical service issues, product surveys, new feature announcements and news about our products and services. You will be unable to unsubscribe from these emails as they are considered an integral part of the service you have chosen.

**Opt Out** You can choose to delete all access to your resume in the database. However, the resume will remain archived but not be accessible by anyone. The deletion does not affect resumes that you had already sent to employers.

### **Use of Cookies**

**Ennovatez.com** may use cookies to help you personalize your online experience. A cookie is a text file that is placed on your hard disk by a webpage server. Cookies are assigned to and can identify you uniquely, A cookie can only be read by a web server that issued you the cookie.

You have the ability to accept or decline cookies. Most web browsers will accept cookies automatically, but you can usually set your browser to decline cookies. However, if you choose to decline cookies, you may not be able to experience the full interactive features of **Ennovatez.com's** services or other websites you visit.

### **Email to Friend**

If you choose to use our referral service to tell a friend about a job or our site, **Ennovatez.com** will ask you for your friend's name and email address. A one-time email inviting your friend to visit the site will be sent to him/her automatically. **Ennovatez.com** stores this information for the sole purpose of sending this one-time email and tracking the success of our referral programme.

Your friend may contact us at [referral@ennovatez.com](mailto:referral@ennovatez.com) to request that we remove this information from our database.

### **Resume References**

If you choose to add references to your resume, **Ennovatez.com** will ask you for their names, telephone numbers, emails and position titles. This information will be enclosed as part of your job application and employers may contact them to get references for your applications.

### **Ennovatez.com Newsletters**

When you subscribe to a **Ennovatez.com** Newsletter, we shall request your email address. **Ennovatez.com** uses your email address to send you the newsletter(s) you have requested. You may subscribe and unsubscribe to the newsletters by following the prominent instructions mentioned in each of the newsletters.

### **Service Providers**

**Ennovatez.com** may use third parties to provide 1) a profiling/assessment service, 3) serving of online advertisements and 4) web analytics on our website. When you sign up for such services or by using our website, they may collect some information (e.g., name, email address etc) as necessary for the third party to provide that service.

These third parties are prohibited from using your personally identifiable information for any other purpose.

### **Testimonials/ Success Stories**

**Ennovatez.com** will ask your permission to post your testimonial or success story. If you agree to post your material on this site, you should be aware that any personally identifiable information you submit can be read, collected, or used by other users of this site and could be used to send you unsolicited messages. **Ennovatez.com** will not be responsible for the personally identifiable information you may choose to submit in these testimonials/ success stories.

### **Enforcement of this Statement of Privacy**

If you have questions regarding this statement, you should first contact **Ennovatez.com** at [enquiries@ennovatez.com](mailto:enquiries@ennovatez.com).

### **Changes to this Statement**

**Ennovatez.com** will occasionally update this **Statement of Privacy** to reflect company and user feedback. **Ennovatez.com** encourages you to review this Statement periodically to be informed of how we are protecting your personal information.

### **Contact Information**

**Ennovatez.com** welcomes your comments regarding this **Statement of Privacy**. If you believe that we have not adhered to this Statement, please contact us by telephone, email or post.

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