

Reach ATS Hiring Manager App Privacy Notice

Privacy Notice

Effective Date: 5 June 2024

Last Updated: 5 June 2024

Reach ATS ("we", "our", "us") is committed to protecting and respecting your privacy. This Privacy Notice explains how we collect, use, disclose, and protect your information when you use the Reach ATS Hiring Manager App ("App").

1. Information We Collect

1.1 Personal Data

- **Contact Information:** Name, email address, phone number.
- **Professional Information:** Job title, company name.
- **Account Information:** Username, password.

1.2 Usage Data

- Information about how you use the App, such as features used and time spent on the App.

1.3 Device Information

- Device type, operating system, unique device identifiers, IP address.

2. How We Use Your Information

We use your information to:

- Provide and manage the App and its services.
- Communicate with you regarding your account and the App.
- Improve and customise the App.
- Ensure compliance with our Terms of Use and applicable laws.
- Send promotional materials, where you have consented to receive such materials.

3. Legal Basis for Processing

We process your personal data based on:

- **Contract:** To fulfil our contractual obligations to you.
- **Consent:** When you have given consent for specific purposes.
- **Legitimate Interests:** For purposes such as improving our services and securing our App.
- **Legal Obligations:** Compliance with legal requirements.

4. Data Sharing and Disclosure

We may share your information with:

- **Service Providers:** Third-party vendors who provide services on our behalf.

- **Legal Authorities:** When required by law or to protect our rights.

5. Data Security

We implement appropriate technical and organisational measures to protect your data against unauthorised access, alteration, disclosure, or destruction.

6. Data Retention

We retain your personal data for as long as necessary to fulfil the purposes for which it was collected, comply with legal obligations, resolve disputes, and enforce our agreements.

7. Your Rights

You have the following rights regarding your personal data:

- **Access:** Request access to your personal data.
- **Correction:** Request correction of inaccurate or incomplete data.
- **Deletion:** Request deletion of your personal data.
- **Restriction:** Request restriction of processing.
- **Portability:** Request transfer of your data to another service provider.
- **Objection:** Object to the processing of your personal data.

To exercise your rights, please contact us at legal@reach-ats.com.

8. Changes to This Privacy Notice

We may update this Privacy Notice from time to time. We will notify you of any changes by posting the new Privacy Notice on our website and within the App.

9. Contact Us

If you have any questions or concerns about this Privacy Notice, please contact us at: Reach ATS (8 Topaz Business Park, Bromsgrove B61 0GD, or at compliance@reach-ats.com or on 01527 574408.