

Introduction

Nextech ("we," "us," or "our") is committed to protecting the privacy of individuals who apply for employment with us. This Recruiting Privacy Notice of Collection explains how we collect, use, disclose, and protect personal information obtained from job applicants during our recruitment process. By submitting your application, you consent to the collection, use, and disclosure of your personal information as described in this notice.

Information We Collect

We collect personal information from job applicants in various ways, including through our website, email, and other online platforms. The types of personal information we may collect include, but are not limited to:

- Contact information (e.g., name, address, phone number, email address)
- Resume/CV and cover letter
- Employment history
- Education history
- Professional qualifications and certifications
- References and recommendations
- Background check information (if applicable)
- Interview notes and assessments
- Any other information you choose to provide in your application

Purpose of Collection

We collect and use your personal information for the following purposes:

- To assess your suitability for the position you have applied for
- To verify the accuracy of the information provided
- To communicate with you regarding your application and the recruitment process
- To comply with legal and regulatory requirements
- To improve our recruitment process and candidate experience
- To consider you for other job opportunities within our organization, if applicable

Disclosure of Information

We may share your personal information with:

- Internal staff involved in the recruitment process
- Third-party service providers who assist with our recruitment activities (e.g., background check companies, recruitment agencies)
- Regulatory authorities, if required by law
- Other parties with your consent or as otherwise permitted or required by law

We will not sell, rent, or lease your personal information to third parties.

Data Security

We implement appropriate technical and organizational measures to protect the personal information we collect from unauthorized access, disclosure, alteration, or destruction. However, no data transmission over the internet or storage system can be guaranteed to be 100% secure.

Data Retention

We will retain your personal information for as long as necessary to fulfill the purposes for which it was collected and to comply with legal and regulatory requirements. If your application is unsuccessful, we may retain your information for a reasonable period to consider you for future opportunities unless you request otherwise.

Your Rights

Depending on your location and applicable law, you may have certain rights regarding your personal information, including the right to:

- Access and obtain a copy of your personal information
- Correct or update your personal information
- Request the deletion of your personal information
- Object to or restrict the processing of your personal information
- Withdraw your consent at any time, where we rely on your consent to process your information

To exercise these rights, please contact us using the information provided below.

Contact Us

If you have any questions or concerns about this Recruiting Privacy Notice of Collection or our data practices, please contact us at: 800-382-3150 x 2686

Changes to This Notice

We may update this Recruiting Privacy Notice of Collection from time to time to reflect changes in our practices or applicable laws. We encourage you to review this notice periodically to stay informed about how we are protecting your personal information.