

Privacy Policy

Privacy Policy for EdenMarsh Recruitment Ltd

EdenMarsh Recruitment Ltd (company number 8523913) is committed to protecting the privacy of our candidates, clients and users of our website. We want to provide a safe and secure user experience. We will ensure that the information you submit to us is only used for the purposes set out in this policy.

The Information We Collect and How We Use It

EdenMarsh Recruitment may collect your personal details, including but not limited to your name and contact details and other relevant information from your CV:

1. to provide our services to you;
2. to maintain our business relationship, where you are a user of our website, a client or candidate;
3. to enable you to submit your CV for general applications, to apply for specific jobs. Please see the separate section on your CV below, which outlines additional uses and disclosures;
4. to match your details with job vacancies, to assist us in finding a position that is most suitable for you and to send your personal information to clients in order to apply for jobs;
5. to answer your enquiries;
6. to market products and services, advise you of news and industry updates, events, promotions and competitions, reports and other information. Where we do so, you will be able to unsubscribe from such communications;
7. to fulfil contractual obligations with our clients;
8. if EdenMarsh or its business merges with, or is acquired by, another business or company, we may share personal information with the new owners of the business or company and their advisors. If this happens, you will be sent notice of such event;
9. we may also seek your consent to collect, hold, use and disclose your personal information for any other purpose not listed above;

Curriculum vitae ("CV")

We give you the option of submitting your CV via email by providing your CV to one of our consultants. You can do this either to apply for a specific advertised job or for consideration by our recruitment consultants for positions as they come up. Your CV will be stored in the EdenMarsh database, and will be accessible by EdenMarsh recruitment consultants in the UK. In addition, the EdenMarsh recruitment database, including the information relating to you, can be accessed by any of our recruitment consultants working at EdenMarsh Ltd for such purposes as business development and to enable them to provide their recruitment services to you.

You can update your CV at any time, simply by following the same procedure to submit a new CV. Your old CV will automatically be archived providing the submission details remain the same (for example you submit both CV's using the same email address or you advise the relevant contact of your new submission).

EdenMarsh will never share your data/details with any third parties without your consent.

Links To Third Party Websites

This privacy policy applies solely to the personal data collected by EdenMarsh and does not apply to third party websites users may access from this website.

The Company is not responsible for the privacy policies of third party websites. The Company advises users to read the privacy policies of other websites before registering any personal data.

Use of Cookies

There is only one cookie used on the EdenMarsh site. There are no Google Analytic or any other sort of cookies deployed on the site, which collects user data.

Access

You have the right at any time to ask us for a copy of the information supplied by you that we hold. We may ask you to verify your identity and for more information about your request. We also have the right to charge an administrative fee for this service. Where we are legally permitted to do so, we may refuse your request and will give you reasons for doing so.

If you would like to make a request for information, please contact hello@edenmarsh.co.uk. You also have the right to ask EdenMarsh to stop using your information. However, if this involves a request for deletion of your file, please be aware that we may not be required or able to do so, particularly where your file also holds information about our clients or financial information that we need to keep for periods of up to six years, i.e. that relate to tax matters. Where we are unable to comply with your request we will provide reasons for failing to do so.

Security

The Company holds your personal data in accordance with the security provisions of the Data Protection legislation.

Changes to our Privacy Policy

This privacy policy may be changed by EdenMarsh at any time. If we change our privacy policy in the future, we will advise you of changes or updates to our privacy policy by a prominent notice on our website. Continued use of this website or our services after such changes will constitute your acceptance of such changes.

If, at any time, you have questions or concerns about EdenMarsh's online privacy commitment, please feel free to e-mail us at hello@edenmarsh.co.uk or call our office to speak to one of our representatives.

Equal Opportunities

EdenMarsh is an equal opportunities employer and a company committed to diversity. This means that all job applicants and members of staff will receive equal treatment and that we will not discriminate on grounds of gender, marital status, race, ethnic origin, colour, nationality, national origin, disability, sexual orientation, religion or age.