Privacy Policy

Electus Recruitment is committed to ensuring that your privacy is protected. This Policy indicates the types of processes that may result in data being collected about you and how we safeguard the privacy of such information. Your use of this website gives us the right to collect that information.

Introduction

We want you to know that we respect the privacy of every user who visits the Website and every user who makes an enquiry through the Website. We set out below what information we learn about you when you visit the Website, what we do with that information, and how you can change the information we have.

IP Address Lookup

Our company uses third parties to provide information about visitors to our websites. When you visit our websites we will record your IP address. This address will be matched against public and proprietary IP address databases to provide us with information about your visit. This information may identify the organisation to whom the IP address is registered but not individuals. In some limited cases i.e. single person companies, it may be possible to identify personal data from publicly available ICANN data.

Cookies and Link Tracking

When you visit this Website, we may send you a cookie. A cookie is a small file which is placed on your computer or device. Cookies allow us to provide important

site functionality so you don't have to re-enter lots of information. They also allow us to remember what links and pages have been clicked or viewed during a session. If you have provided us with personal data, completing a contact form for example, we may associate this personal data with other information. This will allow us to identify and record what is most relevant to you.

We use a combination of both session and persistent cookies. Session cookies keep track of your current visit and how you navigate the site, persistent cookies enable our website to recognise you as a repeat visitor when you return. The session cookies will be deleted from your computer when you close your browser. Persistent cookies will be removed on a pre- determined expiry date, or when deleted by you.

By using your browser controls, you are always in control of the cookies we store and access on your computer. More information on how to control cookies and limit personal data processing can be found at www.youronlinechoices.com/uk/ ve-top-tips.

The different types of cookie that may be used are detailed below.

Essential Cookies

These cookies are essential for the running of a website, without the use of these cookies parts of a website would not be able to function.

Analytical Performance Cookies

These types of cookies are used to monitor the performance of a website and how it is used. These cookies provide information that helps improve usability and also to identify any areas that may need maintenance. We may also track IP addresses, this is a number that can identify an Internet Service Provider and country location. It cannot provide personal information.

Google Analytics Cookies

Google Analytics is a website monitoring tool that allows users to see volumes of website visitors, their source, and to analyse how the content of their website is viewed and navigated. This in turn allows optimisation of the content and pages on www.communigator.co.uk and the marketing programmes that drive traffic to the website. Google Analytics does not store any personal information about website visitors, but does use persistent cookies to identify repeat visitors. You may universally opt-out of all Google Analytics tracking used by all websites by visiting the Website.

GatorLeads Cookies

GatorLeads is a tool that identi es the business or organisation that website visitors belong

to, based on a reverse IP Lookup. GatorLeads also use cookies to process this identi cation, and personal information about individual users is stored. Cookies used by GatorLeads store information about your current web browsing session (pages viewed, time on site etc.) and the dates and times of previous website visits.

This information is used by CommuniGator to pro le website visitors, in order to better understand the way in which our website content is viewed by di erent segments. It is also used to identify the types of organisations that might be interested in attending our Best Practice Seminar Series.

Email Marketing Post-Click Tracking Cookies

These cookies are used to report on the pages of Electus Recruitment that have been viewed by visitors to the site who have followed links from our email marketing campaigns. This analysis helps us to understand additional content that is viewed by the contacts in our database and therefore allows us to improve and tailor future campaigns to those contact's specific areas of interest.

Controlling the use of Cookies

You are not obliged to accept cookies and may modify your browser so that it will not accept cookies. The browser you use not only allows you to see the cookies that you have got but also allows you to control their use. You can control them by allowing them, deleting them individually or deleting all of them. You can also set your browser to not accept cookies altogether. If this option is selected, you should be aware that many websites will not function properly or at all.

It may be possible to set your browser to not accept cookies and ask for your consent before each cookie is set on your device. This gives you control over what is set on your device, however has the drawback of slowing down your browsing experience. There are different levels of control too. You are able to prevent just third party cookies being deployed, and some even allow you to block specific companies you do not wish to deploy a cookie, instead of selecting all companies.

If you access any part of this website that uses Adobe Flash Player, a small Flash Cookie may be used. The purpose of using these cookies is to store your flash player preferences and enhance your browsing experience. Flash Cookies are stored on your computer in a similar way to standard cookies, except they are stored in a different location. Due to this, it is not possible to block or manage Flash Cookies directly from your browser.

In order to manage or delete Flash Cookies, please visit the Adobe website, which provides full information.

Disclosure of Information

We want you to feel free to use and explore our Website without worrying about whether your visit will generate unwanted sales or marketing activity such as junk mail or spam. Electus Recruitment complies with the Data Protection laws in the United Kingdom. We take all reasonable care to prevent any unauthorised access to and use of your personal data. Our staff and those working for our agents and contractors maintain a responsibility to keep your Personal Information confidential and will only use it to offer relevant information and services related to your enquiry. Whilst any Personal Information that we use to provide or promote our services to you will not be passed to any third party organisation for marketing purposes, on occasion your details may be shared by Electus Recruitment approved contractors or agents, in order to inform you and/or to produce relevant services.

The only information this Website collects is the information you enter into one of our sign up or contact forms. By entering details into these forms you are agreeing

to our Terms and Conditions and allowing Electus Recruitment and its partners to use that information to the level that UK law allows. All users of this Website must

agree to our Terms and Conditions of Use and this Privacy Policy before using this Website. By submitting your email address you are consenting to receive the particular piece of information you requested, as well as allowing us to send you appropriate and useful communications. This includes, but is not limited to; invitations to our industry leading events and webinars, our latest assets (whitepapers, guides, reports, infographics, videos and case studies) and promotional o ers on software and services. We would also like to keep you abreast of the charity events and initiatives we partake in.

If you do not wish to receive this information, you wish to update your preferences or wish to delete Personal Information you have submitted through the Website please send an email to us at: info@electusrecruitment.co.uk. We reserve the right to disclose personal data to any third party which has a legal right to request such information. If a third party acquires control or the business of Electus Recruitment, we may transfer personal data we then hold to that third party.

Security of Data

We will provide the same protections in respect of any electronic communications received from you as those employed in respect of information received by post and telephone.

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UKAS MANAGEMENT SYSTEMS

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Certificate number 4926
ISO 9001

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Links to other sites

If you use a link on this Website to take you to another site, your privacy will not be protected in accordance with this policy. You will need to check that websites own privacy statement. We make no representations as to the accuracy or any other aspect of information contained in other websites.

Consent and Changes to the Privacy Policy

By using this Website you consent to our collection and use of your Personal Information as stated above. We want you to be aware of the information we collect and how we use it at all times. If we need to change our Privacy Policy we will post the changes on this page, and may place notices on other pages of the website to draw your attention to any change. Continued use of the Website will signify that you agree to any such changes.

Validation

The Electus Recruitment website validates as strict XHTML and the CSS validates as an interoperable Web page. W3C is the world wide web authority regarding standards and compliance for websites.