

EXECUTIVE PERSONNEL SOLUTIONS

PRIVACY POLICY

Last updated 25 April 2020



This following document sets forth the Privacy Policy for **Executive Personnel Solutions Pty Ltd** website, www.epsoffice.com.au

Executive Personnel Solutions is committed to providing you with the best possible customer service experience. Executive Personnel Solutions is bound by the Privacy Act 1988 (Cth), which sets out a number of principles concerning the privacy of individuals.

INFORMATION WE COLLECT FROM YOU

We may occasionally hire other contractors to provide services on our behalf. Those contractors will be permitted to obtain only the personal information they need to deliver the service. Executive Personnel Solutions takes reasonable steps to ensure that these contractors are bound by confidentiality and privacy obligations in relation to the protection of your personal information.

HOW WE USE YOUR PERSONAL INFORMATION

For each visitor to reach the site, we expressly collect the following non-personally identifiable information, including but not limited to browser type, version and language, operating system, pages viewed while browsing the Site, page access times and referring website address. This collected information is used solely internally for the purpose of gauging visitor traffic, trends and delivering personalized content to you while you are at this Site.

From time to time, we may use customer information for new, unanticipated uses not previously disclosed in our privacy notice. If our information practices change at some time in the future we will use for these new purposes only, data collected from the time of the policy change forward will adhere to our updated practices.

CHANGES TO THIS PRIVACY POLICY

Executive Personnel Solutions reserves the right to make amendments to this Privacy Policy at any time. If you have objections to the Privacy Policy, you should not access or use the Site.

ACCESS OF YOUR PERSONAL INFORMATION

You have a right to access your personal information, subject to exceptions allowed by law. If you would like to do so, please let us know. You may be required to put your request in writing for security reasons. Executive Personnel Solutions reserves the right to charge a fee for searching for, and providing access to, your information on a per request basis.

LINKS TO OTHER WEBSITES

This website may contain links to other websites. These links are meant for your convenience only. These links are meant for your convenience only. Links to third party websites do not constitute sponsorship or endorsement or approval of these websites.

CONTACT US

If you have any questions or concerns at any time about our privacy policy or the use of your Personal Data, please contact us at jodie@epsoffice.com.au and we will respond within 48 hours.