



HireVibes Services

PRIVACY POLICY

HireVibes are committed to protecting the confidentiality and privacy of information entrusted to us. We will only use the information that we collect lawfully in accordance with applicable Data Protection Regulations including in particular the Swiss Federal Act on Data Protection (FADP). Please read this Privacy Policy to learn about your rights, what information we collect, how we use and protect it.

Who are we?

This website and platform is developed and operated by HireVibes Services Sàrl herein referred to as “HireVibes”, a Swiss limited liability company, which registered office is located at Passage du cardinal 11, 1700 Fribourg, Switzerland, registered with the Swiss Commercial Registry under UID CH-252.286.767. And is owned by the HireVibes Token holder community.

HireVibes privacy policy (“Policy”)

This Privacy Policy applies to the HireVibes website and platform. Please take a moment to read this Policy which explains how we collect, use, disclose and transfer the personal information that you provide to us on our website or platform, and to inform you of your rights. By visiting our site and providing us with your personal data, you acknowledge and agree that your personal data may be processed for the purposes identified in this Policy. To create an account and access the platform, users must be a legal entity or an individual of at least eighteen (18) years old and capable of entering into legally binding contracts.

You can find out more about HireVibes.io. and the Terms and conditions for using the web site and platform at [HireVibes.io](https://hirevibes.io)

How do we collect personal data?

Directly: We obtain personal data directly from individuals.

Cookies:User session information.

What Data We Collect and the Lawful Purpose

Any personal information which you provide to HireVibes will be treated with the highest standards of security and confidentiality, strictly in accordance with the Swiss Federal Act on Data Protection (FADP). We will never collect any personal data from you without your permission.

Information we collect from you

We obtain personal data directly from individuals by consent, who provide us with their first name, last name, email address, Company (if employer) and when applying for jobs candidates will be required to provide their CV in pdf format.

We may collect and process data about you based upon one or more of the following lawful basis for processing.

Consent - You have the right to withdraw consent at any time, to withdraw consent send us an email. Where consent is the only legal basis for processing, we will cease to process data after consent is withdrawn (this will however remove your ability to access the website and/or Platform).

Necessary to fulfil a contract - For example: when you want to send your CV to an employer or referrer for a specific job application.

Legitimate interests – We may rely on legitimate interests based on our evaluation that the processing is fair, reasonable and balanced.

Legal obligations and public interest – We may process personal data in order to meet regulatory and public interest obligations or mandates.

Information you give us.

Users do not need to provide any personal data to browse the Website.

You may give us information by filling in forms on the platform for example creating a Candidate, Referrer or employer account, by corresponding with us by email or otherwise. This includes information a user may provide applying or referring a candidate for a job on the platform, when you report a problem with the Website or platform. The information you give us may include your name and email address.

Information we collect about you. With regard to each of your visits to the Website, we may collect the following information. Technical information, including the Internet protocol (IP) address used to connect your computer to the internet, your login information, browser type and version, time zone setting, browser plug-in types and versions, operating system and platform.

Why do we need personal data?

We aspire to be transparent when we collect and use personal data and tell you why we need it, which typically includes:

- Administering, maintaining and ensuring the security of our information systems, applications, website and platform.
- Authenticating registered users to the platform.
- Processing online requests, including responding to communications from individuals or companies.
- Promoting the platform to existing and prospective business clients.
- Complying with legal and regulatory obligations.
- Preventing fraud or criminal activity, safeguarding our IT systems.

Do we share personal data with third parties?

HireVibes does not share personal data with the exception of the following categories of recipients:

Law enforcement or other government and regulatory agencies, or to other third parties as required by, and in accordance with applicable law or regulation.

When a candidate (and if referred a referrer) applies for a job.

Do we transfer your personal data outside Switzerland?

Personal data that we collect from you may be transferred to, and stored at, a destination outside Switzerland. It may also be processed outside of Switzerland. We will safeguard users data in accordance with our contractual obligations and applicable data protection legislation. By submitting your personal data, you agree to this transfer, storing or processing outside of Switzerland.

What are your data protection rights?

If HireVibes processes personal information about you, You have the following rights under the Data Protection Law: .

- The right to access, update or delete the personal information we have on you
- The right of rectification
- The right to object
- The right of restriction
- The right to data portability
- The right to withdraw consent

You can make a request in relation to any of the above rights, free of charge, by writing to us at the contact address given at the end of this Privacy Policy. We will respond to such queries and requests we receive from you, in accordance with the provisions of Data Protection Law.

Cookies

Our website and platform uses session cookies, User session cookies are used for; information for logging in and for keeping track of the user session within the platform. These cookies expire when the session has ended.

Our cookie policy can provide you with more information regarding all of this.

[cookie-policy](#)

What about personal data security?

The security and privacy of your data is of paramount importance to HireVibes. We employ security and controls to ensure the security and privacy of your data. We want you to feel confident about using our site and platform, and we are committed to protecting the personal information we collect.

You remain responsible for keeping your user ID and logon information confidential. Please be aware that the transmission of data via the Internet is not completely secure. Whilst we do our

best to try to protect the security of your personal data, we cannot ensure or guarantee the security of your data transmitted to our site or Platform; any transmission is at your own risk.

How long do we retain personal data?

We retain personal data to provide our platform service, stay in contact with you and to comply with applicable laws, regulations and professional obligations that we are subject to. We retain personal data for so long as the personal data is needed for the purposes for which it was collected or in line with legal and regulatory requirements or contractual arrangements. We will dispose of personal data when we no longer need it.

Do we link to other websites?

Our website may contain links to other sites, Please review the destination websites' privacy policies before submitting personal data on those sites. Whilst we try to link only to sites that share our high standards and respect for privacy, we are not responsible for the content, security, or privacy practices employed by other sites.

Do we change this privacy policy?

This Privacy Policy may be changed for any reason, at any time and at our sole discretion. Any amendment to this Privacy Policy will be posted on this page to ensure that all users remain informed about the data we collect, how it is used and how it is protected. Please check back frequently to see any updates or changes to our Privacy Policy.

Who can you contact for privacy questions or concerns?

If you have questions or comments about this Privacy Policy or how we handle personal data, please direct your correspondence to:

Data Controller,
HireVibes Services Sàrl,
Passage du cardinal 11,
1700 Fribourg,
Switzerland.

datacontroller@hirevibes.io

To report concerns you may have about our data handling practices you can contact the responsible data protection supervisory authority:

[Federal Data Protection and Information Commissioner](#)

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This Privacy Policy was last updated on 28th June 2019