

# Bridge To Works Privacy Policy

**Effective Date: September 14th 2025**

This Privacy Policy describes how **Bridge To Works** (operated by Martin E. Mendez) collects, uses, and protects the information you provide when using our platform.

## 1. Information We Collect

We collect information to provide and improve our services. The information you provide to us includes:

- **Employer Information:** Name, email, and other contact details you provide when creating your account.
- **Candidate Information:** Name, contact information (email, phone), work history, skills, and any other information contained in the resume (.pdf or .docx files) that the candidate uploads to the platform.

## 2. How We Use the Information

We use the collected information for the following purposes:

- To operate, maintain, and improve the **Bridge To Works** platform.
- To process your subscriptions and payments.
- To facilitate the hiring process:
  - Candidate information is shared with the employers to whom the candidates apply.
  - Employer information (such as the job posting) is visible to candidates.
- To communicate with you about your account, our services, updates, and promotional offers.

## 3. Sharing of Information

We do not sell or rent your personal information to third parties. We share your information only in the following ways:

- **With Employers:** Candidate information is shared with employers to facilitate the selection process.
- **Service Providers:** We share information with third parties who help us operate and improve our services (such as Stripe for payment processing). These third parties are contractually bound to keep the information confidential and not to use it for any other purpose.
- **Legal Requirements:** We may disclose your information if required by law or in response to valid requests by public authorities.

## 4. Data Retention

We will retain your personal information only for as long as necessary for the purposes set out in this Privacy Policy, unless a longer retention period is required or permitted by law.

## **5. Your Privacy Rights**

You may have certain rights regarding your personal data under applicable laws, including the right to access, correct, delete, and restrict the use of your personal information. To exercise these rights, please contact us at [CONTACT EMAIL ADDRESS].

## **6. Data Security**

We have implemented reasonable security measures to protect your personal information from unauthorized access, alteration, disclosure, or destruction. However, no internet transmission or storage system is 100% secure.

## **7. Third-Party Links**

Our platform may contain links to third-party websites. This Privacy Policy does not apply to those sites. We encourage you to review the privacy policies of those sites before providing them with your personal information.

## **8. Changes to this Policy**

We may update our Privacy Policy from time to time. We will notify you of any changes by posting the new Privacy Policy on this page.

## **9. Contact**

If you have any questions about this Privacy Policy, please contact us at [info@bridgetoworks.com](mailto:info@bridgetoworks.com).