



CV Riser: Privacy Policy

Please read this privacy policy ("privacy policy", "policy") carefully before using www.cvriser.com ("website", "websites" "service") operated by CV Riser ("us", "we", "our").

Creation/update date: 2020-04-12.

By reading this policy you will understand how we collect, use, share and process information related to our website's users ("Personal Data"). You will also learn about your rights regarding your Personal Data.

How can we collect/process Personal Data?

We can collect Personal Data when you:

- Visit our websites that display or link to this Privacy Policy;
- Visit our offices;
- Visit our social media pages;
- Receive communications from us, including emails, phone calls or SMS;
- Use our product as an employee of one of our customers who provided you with access to our services, where we act as a controller of your Personal Data;
- Use our product and insert CVs/résumés to be analyzed by our algorithm. You will always be the CV's owner. We act as a controller of the data;
- Participate in any event we might organize.

Our websites may contain links to other websites managed by third parties. The information management practices of other services, or of social media platforms that host our social media pages, are administered by their Privacy Policies, which you should inspect to better comprehend their privacy practices.

What Personal Data do we gather?

Data we directly collect in our websites:

- The IP address of your machine is always stored in our servers every time you visit our websites;
- When you create an account with us, we will save the information you inserted in the form (examples: your email, country and name);
- If you have registered or attended an event, we may collect Personal Data such as your email, company, country, etc.;
- If you make purchases via our websites or register for an event or webinar, we may require that you provide to us your financial and billing information, such as billing name and address, credit card number or bank account information. Sensitive information such as credit card data or bank account information are

not stored in our servers/databases (we will explain this topic below: “Data collected from third party partners”);

- If you interact with our websites or emails, we automatically collect information about your device and your usage of our websites or emails, such as IP addresses or other identifiers (which may qualify as Personal Data) using cookies, web beacons, or similar technologies. You can check our cookie policy [here](#);
- In case you submit information to our services, such as filling out a survey about your user experience, we collect the information you have inserted as part of that request;
- In case you visit our offices, you may be required to register as a visitor and to provide your name, email address, phone number, company name or other necessary information.

If you give us any Personal Data related to other individuals, you represent that you have the authority to do so and acknowledge that it may be used in accordance with this Privacy Policy. If you believe that your Personal Data has been provided to us inadequately, or want to exercise your rights relating to your Personal Data, please contact us by using the contact information you can find by clicking [here](#).

Data collected from third party partners:

- If you make purchases via our websites or register for an event or webinar, we may require that you provide to us your financial and billing information, such as billing name and address, credit/debit card number or bank account information. Sensitive information related to credit card data or bank account information are not stored in our servers/databases. This information is collected by a third-party partner that is obligated by law to comply with all the best practices regarding security in banking services. This means that your credit/debit card information will not be compromised, even if a not authorized person with malicious intentions gains access to our servers;
- We will share your email and billing information with our payment processor partner and with the company that generates and send the invoices to you. We need to share this information with them, otherwise it would be impossible to automatize the payment process and the invoice creation process;
- We use technologies such as web beacons, pixels, tags, and JavaScript, alone or in conjunction with cookies, to gather information about the use of our websites and how people interact with our emails. In case you accept the analytical cookies, we will share your data with Google Analytics. Google will get your IP address and will calculate metrics about the time you spent in our website (and collect data such as your location, browser type, the pages on our websites to which visitors navigate, etc.). This information is used to analyze overall trends, help us improve our websites, offer a personalized experience for website users, and secure and maintain our websites. Google may use this information to perform remarketing

and understand your interests. For more information, please read Google Analytics' Privacy Policy;

- We may also share your Personal Data with a partner that allow us to send email marketing to our clients.

We gather and process your Personal Data for the necessary purposes and on the legal bases identified in the following:

- Providing our websites and services: We process your Personal Data to perform our contract with you for the use of our websites and services and to fulfill our obligations under the applicable Terms and Conditions of our website. In case we have not entered into a contract with you, we base the processing of your Personal Data on our legitimate interest to function and manage our websites and to offer you with content you access and request (e.g., to download a CV you inserted on our website);
- Indorsing the security of our websites and services: We process your Personal Data by tracking use of our websites, creating aggregated data, verifying accounts and activity, investigating suspicious activity, and enforcing our terms and policies to the degree it is necessary for our legitimate interest in promoting the safety and security of the services, systems and applications and in protecting our rights and the rights of others;
- Handling user registrations: If you have registered for an account with us, we process your Personal Data by managing your user account for the purpose of performing our contract with you according to applicable terms of service;
- Managing contact and user support requests: If you request our support, or if you contact us by other means including via a phone call, we process your Personal Data to perform our contract with you and to the extent it is necessary for our legitimate interest in fulfilling your requests and communicating with you;
- Developing and refining our services: We process your Personal Data so we can examine tendencies and to track your usage of and interactions with our websites and services to the extent it is necessary for our legitimate interest in developing and improving our websites and services and providing our users with more pertinent content and service offers;
- Sending marketing communications in case you gave us your consent: We will process your Personal Data or device and usage data, which in some cases may be associated with your Personal Data, to send you marketing communication, product recommendations and other communications (examples: marketing newsletters, telemarketing calls, SMS, or push notifications) about us and our partners, including information about our products, promotions or events as necessary for our legitimate interest in conducting direct marketing;
- Complying with legal responsibilities: We process your Personal Data when cooperating with public and government authorities, courts or regulators in accordance with our legal obligations under applicable laws to the extent this requires the processing or disclosure of Personal Data to protect our rights or is

necessary for our legitimate interest in protecting against misuse or abuse of our websites, protecting personal property or safety, following remedies available to us and restraining our damages, complying with judicial proceedings, court orders or legal processes, respond to lawful requests, or for auditing purposes.

If we need to collect and process Personal Data by law, or under a contract we have entered into with you, and you fail to provide the required Personal Data when requested, we may not be able to perform our contract with you.

You are responsible for the accuracy of the Personal Data you might share with us.

Where is your data located?

We have servers across the globe. Therefore, your Personal Data may be processed outside your jurisdiction, and in countries that are not subject to an adequacy decision by the European Commission or your local legislature or regulator, and that may not provide for the same level of data protection as your jurisdiction, such as the European Economic Area (EEA). If you desire, we can ask you for your consent before such international data transfers.

We are a European company and we try our best to keep your data stored in the EU. But even if your data is stored outside the EU, we always keep the best security practices and, if you are based on the EU, you can, at any time, request for your rights regarding the GDPR articles.

How long do we keep your Personal Data?

We may retain your Personal Data for a period of time consistent with the original purpose of collection or as long as required to fulfill our legal obligations. We determine the appropriate retention period for Personal Data on the basis of the amount, nature, and sensitivity of the Personal Data being processed, the potential risk of harm from unauthorized use or disclosure of the Personal Data, whether we can achieve the purposes of the processing through other means, and on the basis of applicable legal requirements.

After expiry of the applicable retention periods, your Personal Data will be deleted. If there is any data that we are unable, for technical reasons, to delete entirely from our systems, we will implement appropriate measures to prevent any further use of such data.

For more information on data retention periods, please contact us by visiting www.cvriser.com.

Your rights:

You probably have certain rights relating to your Personal Data, subject to local or regional data protection regulations. Depending on the applicable laws, these rights may include the right to:

- Access your Personal Data held by us;
- Get information on how we process your Personal Data;
- Correct imprecise Personal Data and make sure it is complete;
- Erase or remove your Personal Data (also known as the right to be forgotten), to the extent allowed by applicable data protection laws;
- Restrict our processing of your Personal Data, to the extent permitted by law;
- Transfer your Personal Data to another controller, to the extent possible (also known as the right to data portability);
- Object to any processing of your Personal Data. If we process your Personal Data for direct marketing purposes, you can exercise your right to object at any time to such processing;
- Not be discriminated against exercising your rights above;

How to exercise your rights

Recommended: if available (and if you are a registered user), you can update your user settings, profiles, billing information, organization settings and event registrations by logging into your account and editing your settings or profiles.

Alternatively, if the approach described above is not possible, please contact us at www.cvriser.com. We try to respond to all legitimate requests within one month and will contact you if we need supplementary information from you in order to perform your request. Occasionally, it may take us longer than a month, considering the complexity and number of requests we collect.

To terminate your account or request return or deletion of your Personal Data and other information associated with your account, please contact us at www.cvriser.com.

Your preferences for email marketing

If we process your Personal Data for the purpose of sending you marketing communications, you may manage your receipt of marketing communication by clicking on the "unsubscribe" link located on the bottom of our marketing emails or by logging in your account and changing the settings.

Please note that opting out of marketing communications does not opt you out of receiving vital business communications related to your current partnership with us, such as communications about your subscriptions or event registrations, service announcements or security information.

How we secure your Personal Data

We take safety measures including organizational, technical, and physical measures to defend us against accidental or unlawful destruction, loss, alteration, and unauthorized disclosure of, or access to, the Personal Data we process or use.

While we follow commonly accepted standards to guard your Personal Data, no method of storage or transmission is 100% safe. You are exclusively responsible for protecting your passwords, limiting access to your devices and signing out of websites after your work is done. If you have any questions about the security of our websites, please contact at www.cvriser.com.

Changes to this Privacy Policy

We will update this Privacy Policy from time to time to reproduce changes in our practices, technologies, legal necessities, and other factors. If we do, we will create a new file and update the "Creation/update date" at the top of it. You can still consult the previous versions at www.cvriser.com. If we perform an update, we may provide you with notice prior to the update taking effect, such as by posting new information on our website or by contacting you directly.

We encourage you to periodically review this Privacy Policy to stay informed about our collection, processing and sharing of your Personal Data.

Contact us

If you have any questions about this policy, you can also contact us at hi@cvriser.com.

We are dedicated to working with you to find a reasonable resolution to any complaint or concern about your data privacy. If, however, you believe that we have not been able to help with your complaint, and you are located in the European Economic Area (EEA), you have the right to lodge a complaint with the competent supervisory authority.