

Privacy Policy

Last Updated: October 10, 2018

1. Introduction

WerkApp values the trust our users and customers place in us when they give us access to their personal data. The Privacy Policy describes how we work to maintain that trust and protect that information.

In particular, this Privacy Policy details our collection, use and disclosure of personal and non-personal data you give to WerkApp when you access or use WerkApp's online and/or mobile services and websites, and software provided by WerkApp on or in connection with such services or websites (collectively, the "Site").

1.1. The WerkApp Entities Responsible for Your Information

All references to Job Seeker and Employer are defined as provided for in the WerkApp General Terms of Service.

With respect to Job Seekers, for the purposes of this Privacy Policy, "WerkApp" or "we" means Werk Technologies Inc.

With respect to Employers, "WerkApp" or "we" means Werk Technologies Inc.

1.2 Personal Data and Non-Personal Data

Personal data ("Personal Data") refers to any information that identifies you as a specific individual, and non-personal data ("Non-Personal Data") refers to any information that does not identify you as a specific individual. Please note that at all times WerkApp will adhere to the applicable statutory definition in determining what is and is not Personal Data for the purposes of this Privacy Policy. Where this Privacy Policy refers to "information" or "your information" this may include both Personal and Non-Personal Data.

1.3 The Scope of WerkApp's Privacy Policy

This Privacy Policy covers only data that we collect through the Site, and not any other data collection or processing, including, without limitation, the data collection practices of any affiliate or other third party, including any third-party operators of web pages to which the Site links, and any information that we collect offline or through any websites, products, or services that do not display a direct link to this Privacy Policy.

Occasionally, we may refer to this Privacy Policy in notices on the Site, including special purpose web pages, mobile applications, or other resources, for example, if

we invite you to submit ideas to improve the Site. This Privacy Policy applies to information collected by us through such special purpose resources, as modified in the particular notice (e.g., with respect to the types of data collected or our uses or disclosures of such information). WerkApp may amend this Privacy Policy at any time.

1.4 Changes to the Privacy Policy

Please review the “Last Updated” legend at the top of this page to determine when this Privacy Policy was last amended. Any changes to this Privacy Policy will become effective on the “Last Updated” date indicated above. By using the Site or providing information to us following such changes, you will have accepted the amended Privacy Policy. If WerkApp is going to use Personal Data collected through the Site in a manner materially different from that stated at the time of collection, then WerkApp will notify users via email and/or by posting a notice on WerkApp’s Site for 30 days prior to such use or by other means as required by law.

2. Information Collected

You provide different types of information in order for WerkApp to provide our services, products and features to you.

2.1 Information You Provide to WerkApp

From Your Account

We collect data from you when you create a WerkApp account, request information, subscribe for a service, participate in a survey, post a rating or review, post a question or answer, post a resume, complete a WerkApp profile, complete an WerkApp Assessment, upload user content or otherwise actively send us data on our Site. This may include, but is not limited to, your user name, password, first and last name, email address, telephone number (including mobile phone number), street address, gender, occupation, interests, schedule, workplace preferences, government identification cards, social insurance number, messages you send to users, and any other data included in a submitted profile or resume, including but not limited to application materials and answers to screener questions submitted to Employers through WerkApp and answers you give to any questionnaires sent to you, which you answer. Please refer to the WerkApp Terms of Service for more information regarding use of information you provide to WerkApp.

Through Your Activity on WerkApp

In addition, as part of the standard operation of the Site, WerkApp may collect and analyze information from your computer or mobile device and actions taken on the Site, including, but not limited to, your submitted profile, your resume, your searches on WerkApp, the titles of jobs you search, click on or apply to, where those jobs are

located, salary interest or experience, the general salary range or experience level of the jobs you view (where indicated), your activity time on the Site and each page, page views, clicks, taps, session activity, browser type, operating system, type of device, MAC address, IP address and the domain name from which you accessed the Site. When you submit a photo to Job Spotter, this may include the provision of the location data of where the photo was taken. WerkApp seeks your consent at the time of such provision, and such processing will only be performed where consent is secured. Please refer to the WerkApp Terms of Service for more information regarding use of information you provide to WerkApp.

When Providing Employer Information

If you are an Employer, WerkApp may request that you provide certain Personal Data to WerkApp in order to verify your account. This information may include, but may not be limited to, your Business Registration information, or a utility bill, the name and email address of an Employer representative.

This information will be used for internal purposes only, subject to any request by law enforcement or a court order. In connection with chargeable services, we will also collect payment information (e.g., the last four digits of credit card numbers and related verification information). Please note that WerkApp only has access to the last four digits of Employer credit card numbers, and does not store full credit card numbers. Please refer to the WerkApp Terms of Service for more information regarding use of information you provide to WerkApp.

2.2 Information Collected When You Apply for Jobs or Access WerkApp from Some Third-Party Websites

When You Apply to Jobs on Some Third-Party Sites

WerkApp may also collect information about web sites and web pages you visit through our mobile software or while using WerkApp for Chrome, and this may include third-party sites and web pages. We do this in order to allow a Job Seeker to keep a record of particular Job Listings of interest, to detect a job application form on a third-party website to give a Job Seeker the option to auto-fill parts of the form using WerkApp profile, or to confirm an application. WerkApp for Chrome also allows WerkApp to learn about what types of jobs and WerkApp product features are of interest to you, so that we can provide you with improved job listing searches, job listing recommendations and product features.

When You Log In or Use WerkApp from Some Third-Party Sites

You may also create an account or log in to your WerkApp account using third-party websites including, but not limited to, Facebook or Google. If you do not already have an WerkApp account but log in to WerkApp using your Facebook or Google account, this creates an WerkApp account using the same email address used in

your Facebook or Google account. If you agree to provide this information to WerkApp, Facebook or Google will authenticate you and redirect you to WerkApp's Site. Please note, when you log in to WerkApp using your Facebook or Google account, Facebook or Google will cookie you in order to authenticate you as a Facebook or Google user.

By accessing WerkApp through your Facebook or Google account, you understand that Facebook or Google will share certain data detailed above in this paragraph for the purposes of authentication to permit you to access our Site in a secure manner. You may stop this at any point from your Facebook or Google account. This information will be considered WerkApp account information for purposes of your use of the Site.

You have the ability to disable the connection between your Facebook or Google account and your WerkApp account at any time by accessing your privacy settings on your Facebook or Google account. Facebook may also ask for your permission to share certain other details with WerkApp, including but not limited to your name, profile picture, public profile information, and email address. For those users that avail of WerkApp Family specifically, Facebook may ask for permission to share your friends list, and WerkApp may use some of this data to connect you with other users of WerkApp Family.

PLEASE NOTE THAT YOUR RELATIONSHIP WITH FACEBOOK OR GOOGLE OR ANY OTHER THIRD-PARTY WEBSITE IS GOVERNED SOLELY BY YOUR AGREEMENT WITH SUCH THIRD-PARTY WEBSITE.

2.3 Any Other Personal Data WerkApp May Receive from Third Parties

Any Personal Data that WerkApp may obtain from other third-party sources will be processed by WerkApp in accordance with this Privacy Policy and all applicable laws.

2.4 Storage of Your Information

WerkApp shall retain users' Personal Data to the extent such retention is adequate, required for compliance, relevant and limited to what is necessary for the purposes for which they are processed. WerkApp shall not retain Personal Data for any longer than necessary for the purposes of performing the processing outlined in this Privacy Policy.

If you create an WerkApp account, your information may be collected and stored in a manner that connects to your account email address. WerkApp may also create and assign to your device an identifier that is similar to an account number. We may collect the name you have associated with your device, device type, telephone number, country, and any other information you choose to provide, such as user name, email address, or zip code. For example, while using a mobile device to

access WerkApp, WerkApp may provide a Job Seeker with relevant job postings that are located within the same zip code as where this activity is taking place. The collection of this data is solely used in accordance with the purposes outlined in sections 4, 5 and 9 of this Privacy Policy, to the extent applicable.

WerkApp may also store the information detailed in this section 2 of the Privacy Policy on its equipment or the equipment of third parties that WerkApp has a relationship with. Such storage services will be governed by appropriate protections, as required by applicable rules.

2.5 What Personal Data is Required

WerkApp will indicate to you at the point of provision as to whether or not particular Personal Data provided by you is required in order to provide particular WerkApp services or features to you. Where Personal Data that is required is not provided by you then the particular feature or service may not be available to you.

2.6 The Legal Basis on Which WerkApp Collects Your Personal Data

WerkApp collects and processes your Personal Data on the basis of different legal grounds, depending on the nature of the Personal Data being provided and the type of processing involved. More information is provided on this here.

Performance of a Contract

Most of the Personal Data processed by WerkApp is performed on the basis that it is necessary for the performance of our agreement with you, or in order to take steps at the request of the user prior to entering such an agreement. An example of this would be where WerkApp matches Job Seekers profiles with Employers job requests.

Legitimate Interest

A second ground relied upon by WerkApp for other types of processing of your Personal Data is that it is necessary for the purposes of legitimate interests pursued by WerkApp. Such legitimate interests will include where WerkApp sends you marketing about our products and services, where we believe you have a reasonable expectation that we will perform a particular type of processing on your behalf, or where such processing is strictly necessary for fraud detection and prevention. WerkApp will only rely on such a ground where an assessment has been performed balancing the interests and rights involved and the necessity of the processing in order to provide our services, products and features to you.

Compliance with a Legal Obligation

A third ground relied upon for certain types of processing is that it is necessary to allow WerkApp comply with a legal obligation. An example of this would be where WerkApp is required to retain business records for fixed periods of time to comply with local legal requirements.

Consent

Finally, in certain limited situations, WerkApp relies on your consent in order to process your Personal Data. Where WerkApp requires your consent in order to collect and process certain Personal Data, we seek your consent at the time of provision, and such processing will only be performed where consent is secured. For example, your consent will be sought where you provide your location when you use WerkApp, or in certain instances where you initiate a job alert with WerkApp (detailed in section 4 of this Privacy Policy). You can withdraw your consent by clicking unsubscribe (or an equivalent action) where appropriate, or by sending an email to <mailto:info@werkapp.co>

3. Limitation of Use or Disclosure of Personal Data

3.1. Where a Job Seeker Wants to Close a Job Seeker Account

When a Job Seeker closes an account, the Job Seeker will no longer have access to any of the data we make available under that account name, including but not limited to, search history, job search preferences, saved jobs, jobs the Job Seeker has applied to, job alerts, resume, and any other data associated with the account. If the Job Seeker uses the same email address to set up a new account, this data from a previous account will not become available to the Job Seeker again. Please also note that closing your Job Seeker account may result in you losing access to all WerkApp products and the ability to utilize the “Log in with WerkApp” feature found on certain third party sites.

WerkApp reserves the right to keep any materials in a closed account as necessary to preserve and protect its rights to the extent permitted by law (for example, to preserve records of a dispute) or to comply with its obligations under local law (for example, if requested to retain by law enforcement). A closed account does not mean that all of the data is expunged from the WerkApp systems, although it will not be readily available under the Job Seeker’s original account name. When the Job Seeker presses the close account button on the dashboard, WerkApp will begin to process that instruction within 24 hours and will have completed the operation within 40 days.

If a Job Seeker wishes to access or delete their Personal Data held by WerkApp, they should follow the steps listed in section 10 of this Privacy Policy, and such a request will be processed in accordance with applicable rules.

3.2. Where an Employer Wants to Close an Employer Account

Employers may close an account at any time by contacting [WerkApp Customer Support](#). Please note that WerkApp must preserve business records pertaining to that account to comply with its obligations under law. Alternatively, if an Employer agent wishes to access or delete their Personal Data held by WerkApp, they should follow the steps listed in section 10 of this Privacy Policy, and such a request will be processed in accordance with applicable rules.

3.3. Where a Job Seeker Wants to Delete a Job Application or Interest in a Job Opportunity

If a Job Seeker wants to delete a job application performed on WerkApp's Site or interest in a job opportunity with a prospective Employer, they are advised to contact the prospective Employer directly to request deletion of their application. For job applications which you, the Job Seeker submit through WerkApp (including the use of an WerkApp Apply button) to an Employer, (with related materials submitted), please note: 1) that your applications and materials may be controlled by an Employer; 2) we may direct you to that Employer for Personal Data deletion requests where that Personal Data is held by that Employer; and 3) WerkApp depends on the Employer or the Employer's agent to provide WerkApp with the correct destination for all applications.

3.4. Where the Employer Contact Details Provided to WerkApp Are Incorrect

In the event that the electronic destination provided to WerkApp is incorrect, your application materials will not be sent to the intended recipient of the application. WerkApp has no liability for such applications. If you do not wish to send your application materials in this manner, you should send them directly to the Employer.

3.5. Minimum Age of our Users

The Site is not for use by anyone under the age of 16. To use the Site you agree that you must be the minimum age (described in this paragraph below) or older.

The minimum age for these purposes shall be 16, however if local laws require that you must be older in order for WerkApp to lawfully provide the services in the Site to you then that older age shall apply as the applicable minimum age. In all jurisdictions outside the European Union, if you are under the age of 18 or the age of majority in your jurisdiction, you must use WerkApp under the supervision of your parent, legal guardian or responsible adult. WerkApp adopts a range of measures to try to ensure that we do not accept individuals who do not meet the minimum age and any other applicable age requirements. If you do not satisfy these age requirements, please [email](mailto:info@werkapp.co) info@werkapp.co (remove spaces when sending email).

4. Purposes, Uses and Disclosures of Information

We may use any information collected pursuant to this Privacy Policy, including Personal Data, User Content, or WerkApp profile information for the purposes set forth in this sections 4, 5 and 9 of this Privacy Policy, to the extent applicable. WerkApp uses such information to help Job Seekers find jobs and to help Employers find candidates. In order to do this we use your Personal Data to:

- a) provide our services, products and features to you, to help Job Seekers find jobs and Employers find candidates;
- b) to measure and improve those services, products and features; and
- c) to protect our users and provide them with customer support.

More detail on these purposes, uses and disclosures of your information is set out below.

4.1. Creating an Account, Sending You Job Alerts and Other Promotional Materials

If and to the extent permitted by applicable law, WerkApp may use your contact information and profile information to (i) create an account; (ii) send you job alerts; and (iii) send you information about WerkApp, including promotional materials. WerkApp may use third-party partners to perform these activities on WerkApp's behalf.

A job alert is defined as an email or text sent to you that you sign up for containing Job Listings, Job Opportunities, or interest from employers ("Job Alert"). Job Alerts may also include jobs that WerkApp recommends for you, WerkApp Targeted Ads, companies you may be interested in following, or other actions you may want to take on the Site.

WerkApp may also share your information with third parties (including operators of third-party websites and/or social networking sites) in order to show you targeted advertisements and other content that has been customized for you. Such advertisements will only relate to WerkApp's services, products, and features, all of which focus on helping Job Seekers find jobs and Employers find candidates.

4.2. Giving You Relevant Search Results and Recommended Jobs

In order to optimize our services, products and features for you, WerkApp may use your previous search and browsing history (e.g. the jobs you click on), WerkApp profile information, user content, application materials and answers to screener questions, to identify you and determine relevant search results and provide you with recommended jobs or reach out to you about jobs you may be interested in. We may also use demographic and/or profile data to tailor your experience on the Site, to show you content that WerkApp thinks you may be interested in, and display content according to your preferences. WerkApp may return different results for the same

search query and has full discretion with respect to the job listings it presents in response to any particular search.

4.3. Your Contact Information

When you give WerkApp contact information (such as your name and email address) and other forms of Personal and Non-Personal Data (WerkApp profile information, and User Content), you agree that WerkApp may utilize this information for the purposes outlined in sections 4, 5 and 9, to the extent applicable. In particular, you agree that WerkApp may, as part of its services to you, communicate with you, or initiate communication with you on behalf of a third party, through your WerkApp account or through other means such as email, telephone (including mobile phone), or postal mail, including through the use of contact information that you may provide to WerkApp or that WerkApp may otherwise obtain from third-party resources.

4.4. Your Profile Information

Your information, including Personal Data, gets placed on the Site when you upload, create, or edit a profile, as well as upload profile specific user content. WerkApp reserves the right to charge third parties a fee for accessing your information, including Personal Data, as part of WerkApp's services. At your direction, WerkApp may also send your profile information to third parties if you choose to apply for a job listing. The extent to which your information is made available to third parties depends on the privacy settings you choose on WerkApp. WerkApp will send your profile information to possible employers in order to facilitate job opportunities and garner interest from employers. When a Job Seeker creates a profile on WerkApp, they are given the option to keep their profile active or deactivate at their will. This is detailed below.

– Deactivated Profiles

Deactivated profiles are not made available to any party. WerkApp will retain the information associated with your profile for possible future engagements with the profile owner.

– Active Profiles

Active Profiles are available to anyone with whom the job seeker has applied to or indicated interest in working with. In addition, active profiles will be shared with prospective employers in order to garner job opportunities and interest.

If you maintain an active profile, this may be crawled by, and displayed through search engines when someone searches for your name. This means that third parties can view the Personal Data contained in your profile and you may receive unsolicited contact from parties unaffiliated with WerkApp and for whom WerkApp

has no responsibility. If you maintain an active profile on WerkApp, please note that although WerkApp expressly prohibits the scraping of its Site any resume you post publicly is public information and the content may be copied by a third party in violation of these terms.

– Changing Your Profile Privacy Settings

You will be given the option to make your profile active or de-active when you place your information on WerkApp. You may adjust this at any point by editing your profile settings on WerkApp. Where you adjust your profile from active to de-active, WerkApp does not warrant how often third-party search engines will update their caches, which may continue to contain your profile information.

4.5. Matching Job Seekers With Employers

You acknowledge that WerkApp may determine whether the words, availability, preferences, or any other matching criteria of your profile or any other individuals' profile match the words of certain job descriptions, and vice versa, in order to improve the Site or any other WerkApp product or service (including by displaying or otherwise making available potentially relevant job descriptions and resumes to Job Seekers and Employers).

WerkApp may also provide information collected pursuant to this Privacy Policy, including Personal Data, Profile Information, User Content, to Employers that may be interested in contacting you. By applying to a job, answering screener questions, providing your contact information to show interest in a job, or by replying to a message from an Employer, you agree to the disclosure of your information to that Employer. WerkApp may also provide the results of any WerkApp Assessments you complete to Employers, where you agree to such provision at the time of taking such as assessment. WerkApp may also use information provided to WerkApp via your WerkApp Profile to pre-populate application information for you and for similar purposes.

If you have an WerkApp account or an WerkApp-hosted profile, you agree that WerkApp may contact you or suggest you or your public profile to Employers that might be interested in a person who matches your behavior on WerkApp.

In addition, if you are located in the United States or Canada and you set your Profile to active, this means that WerkApp may share all of the aforementioned information about yourself with recruiters working for or on behalf of Employers. If you do not wish to share such information, you may set your Profile to de-active.

4.6. Sending Messages on WerkApp

WerkApp provides two-way message proxy and relay services to the users of our WerkApp products, including but not limited to: WerkApp Profile, WerkApp Apply, and Post a Job. By utilizing this WerkApp relay function, you acknowledge that you are asking WerkApp to send these messages on your behalf. This includes your profile information, cover letters, applications, messages, questionnaire answers, responses, offer letters and other materials.

We monitor, review, store and analyze such content, including via automated means, for data analysis, quality control, and to improve the Site or any other WerkApp product or service. Examples of such improvements would be optimizing our search results, improving Job Listings, provide you with personally relevant product features, and preventing fraud and spam.

4.7. Sending You Text Messages About Employer Appointments

WerkApp may offer you the opportunity to receive a text message from WerkApp when an Employer has scheduled an interview or event with you or responded to your application via WerkApp's email relay. In such an event you will enter your phone number on the WerkApp consent form and by entering your phone number you are representing and confirming it is your number and you have the right to accept text messages at the number. WerkApp will only send you a text message reminder for such interviews or messages through WerkApp's email relay, and you agree to accept such text messages on your cell phone including messages sent by automated telephone dialing system. To unsubscribe at any time, reply to the text with STOP or contact [WerkApp Customer Support](#).

4.8. Preventing Fraud and Spam

WerkApp may also use information collected pursuant to this Privacy Policy to help diagnose problems with the Site and WerkApp's service, to prevent potentially fraudulent or illegal activities, and to protect individuals from other activities that may be detrimental to you or others. WerkApp may investigate and disclose information from or about you or your use of WerkApp if we have a good faith belief that such investigation or disclosure (a) is reasonably necessary to comply with legal process (including subpoenas, search warrants, court orders) and law enforcement instructions and orders; (b) is helpful to prevent, investigate, or identify possible wrongdoing in connection with the use of the Site; or (c) may protect our rights, reputation, property, safety, or that of the public; or (d) as necessary to meet national security requirements.

We may use a variety of methods to detect and address anomalous activity and screen content to prevent abuse such as spam or fraud. However, such detection methods are not perfect and false positives may occur. These efforts may on occasion result in a temporary or permanent suspension or termination of some functions for some users.

– Preventing Fraud and Spam in Messages

WerkApp also reserves the right to drop messages from our relay system that WerkApp determines do not adhere to Site Rules or any of the terms of this agreement. WerkApp further reserves the right to conduct investigations to determine whether you are perpetrating a scam, spamming WerkApp or its users, or otherwise conducting fraudulent activity on WerkApp by various means, including but not limited to investigating your functionality by setting up profiles and names that belong to WerkApp. WerkApp also reserves the right to turn over any information gathered via such investigations to the police or other third party if WerkApp has a good faith belief that you are using the Site in violation of these terms.

WerkApp reserves the right to verify and confirm the identity of any party associated with an email relay. This includes but is not limited to verifying the identity of the sender of an email with the Employer agents associated with that email address on the relevant Job Listing.

4.9. Facilitating Payment

If you provide credit, debit, direct deposit, or other payment card and related details to us in order to make a payment or receive payment, WerkApp will use such information only for the purpose of processing the payment (e.g., the last four digits of credit card numbers and related verification information). Any credit card and related billing and payment information that you provide to WerkApp may be shared by WerkApp with companies who work on WerkApp's behalf, such as payment processors and/or credit agencies, solely for the purposes of checking credit, effecting payment to WerkApp and servicing your account.

4.10. Automated Processing of Your Personal Data

In order to optimize the performance of the WerkApp Site and services for users, WerkApp performs automated processing of Personal Data evaluating certain specific aspects relating to a user, in particular to analyze or predict aspects concerning a user's personal preferences or interests in terms of WerkApp's Site and services. Where it occurs, such processing is carried if it is necessary for the performance of our agreement with our users, to allow WerkApp to provide its services to Job Seekers and Employers, or in other cases on the basis of a user's consent.

For example, such processing allows WerkApp to match Job Seekers with Employers effectively, or provide Job Seekers with Job Listings they are more likely to be interested in. Such processing is subject to the safeguards detailed in this Privacy Policy and users may [contact WerkApp](#) to contest any decision generated by said automated processing.

4.11. Transfer of Information to WerkApp Affiliated Entities

Any information shared by you with WerkApp may be shared with or transferred to any WerkApp affiliated entity, no matter where located, for the purpose of providing you services and improving the Site. This includes WerkApp affiliated entities located outside the European Union (“EU”) or Switzerland.

Such transfers are performed in full compliance with applicable data protection rules and subject to appropriate safeguards, primarily through the use of extensive data protection agreements, in order to ensure adequate protection of users’ Personal Data. The services provided to you and the functionality of the Site could not be provided without such a transfer. If you do not wish your information to be transferred in this way you should not use this Site.

4.12. Transfer of Information to Third Parties

– Transfers to Employers

Employers agree to comply with all their responsibilities under applicable data protection rules with respect to the collection, processing and storage of Personal Data, as well as providing adequate protection of all data subject rights provided for under all applicable data protection rules.

– Transfers to Service Providers and Vendors

We may use third parties to perform services in connection with our operations, to improve the Site and our services, products, and features, to protect our users and better understand their needs, and to optimize the services and the users’ experiences. These third parties may include (but are not limited to) service providers and vendors.

These third parties may provide data points including how much time you spend on specific pages, which links you choose to click, and data that helps determine user preferences. This information enables us to build and maintain our services with user feedback. These third parties may use cookies and other technologies to collect data on your behavior and devices such as the device type, browser information, and preferred language.

WerkApp may transfer your Personal Data in limited situations to certain third-party vendors that assist WerkApp with protecting our users and maintaining the quality of our services, products and features provided to those users. An example would be vendors WerkApp uses for fraud detection purposes.

WerkApp may also share any credit card and related billing and payment information that you provide to WerkApp with companies who work on WerkApp’s behalf, such

as payment processors and/or credit agencies, solely for the purposes of checking credit, effecting payment to WerkApp and servicing your account.

In the course of providing these services, those companies may have access to Personal Data, and this may involve transfers of such Personal Data to other countries. Such transfers are only made for the purposes set forth in sections 4, 5 and 9 of this Privacy Policy, to the extent applicable and necessary. Those companies are also contractually required to treat such Personal Data in accordance with this Privacy Policy, and in accordance with all applicable laws with respect to such transfers and any processing performed by those third parties on such Personal Data.

– Transfers to Cloud Service Providers

Please also be aware that we may also use third-party cloud service providers that provide hosting, data storage and other services pursuant to standard terms and conditions that may be nonnegotiable; these service providers have informed us or the general public that they apply security measures they consider adequate for the protection of information within their system, or they have a general reputation for applying such measures. However, we will not be liable (to the fullest extent permitted by law) for any damages that may result from the misuse of any information, including Personal Data, by these companies.

– Transfers of Publicly Available Information

When users post content on WerkApp in a manner that is intended to make that content publicly available and searchable by individuals, WerkApp reserves the right to aggregate and share that information with third parties. For example, if an Employer posts a job on WerkApp, WerkApp may share that job posting or information contained within that job posting with third parties, at WerkApp's discretion and subject to agreement between WerkApp and any such third parties. WerkApp also reserves the right to share information aggregated from public sources in this capacity.

– Third-Party Sites You Link to from WerkApp

You may also use certain third-party sites or services that you link to from WerkApp's Site. In such cases, all information you provide to a third party is provided to that third party and not to WerkApp, and is subject to the third-party's privacy policy and terms of service. Please see section 8 of this Privacy Policy titled Links to Third-Party Sites for more information.

– Referrals

If you apply to a job using a unique referral link provided to you by an individual from the Employer company to which you are applying, the individual at the Employer

company who is associated with that referral link may be notified once you apply. This allows that individual to add details as part of your referral process in regard to a given job application.

5. Additional Uses and Disclosures of Non-Personal Data

In addition to the other uses and disclosures of information set forth in this Privacy Policy, and notwithstanding anything in this Privacy Policy to the contrary, we may use and disclosure, for any purpose, any Non-Personal Data, except where we are required to do otherwise under applicable law. If we combine any Non-Personal Data with Personal Data, then we will only use and disclose such combined information for the purposes described in sections 4 and 9 of this Privacy Policy while it is so combined.

6. Security

WerkApp seeks to use reasonable security measures to help protect against the loss, misuse and alteration of the Personal Data under WerkApp's control. No method of transmission over the Internet, or method of electronic storage, is 100% secure, however. In addition, please note that emails, messages sent via your web browser, and other similar means of communication with other users, are not encrypted. Therefore, while we strive to protect your information, we cannot guarantee its security.

Please also be aware that we may use third-party cloud service providers that provide hosting, data storage and other services pursuant to standard terms and conditions that may be nonnegotiable; these service providers have informed us or the general public that they apply security measures they consider adequate for the protection of information within their system, or they have a general reputation for applying such measures. However, we will not be liable (to the fullest extent permitted by law) for any damages that may result from the misuse of any information, including Personal Data, by these companies.

7. Cookies

"Cookies" are small pieces of information that are stored by your browser on your computer's hard drive. Please see our Cookie Policy for further information regarding WerkApp's use of Cookies.

8. Links to Third-Party Sites

The Site may make available links to other websites. When you click on such links, you may leave our Site. The Site may also make available Company Pages, which may contain information provided by third-party Employers.

WE ARE NOT RESPONSIBLE FOR THE INFORMATION COLLECTION, USE, DISCLOSURE OR OTHER PRIVACY PRACTICES OF ANY THIRD PARTY, INCLUDING OUR AFFILIATES, THIRD-PARTY SERVICE PROVIDERS, ANY

EMPLOYERS (INCLUDING ANY EMPLOYER THAT PROVIDES A COMPANY PAGE), ANY THIRD-PARTY SOCIAL MEDIA PLATFORM, ANY THIRD PARTY MAKING AVAILABLE THE DEVICES OR OPERATING SYSTEMS FOR WHICH THE SITE IS AVAILABLE, AND ANY THIRD PARTY OPERATING ANY WEBSITE TO WHICH THE SITE CONTAINS A LINK. YOU MAY HAVE RIGHTS DIRECTLY ENFORCEABLE AGAINST THESE THIRD PARTIES SO YOU SHOULD CONSIDER THEIR PRIVACY POLICIES TO LEARN MORE.

9. Acquisitions and Other Reorganizations

Information collected pursuant to this Privacy Policy, including Personal Data, may be disclosed to one or more third parties in connection with any change of ownership or control in WerkApp's business (whether by merger, sale, or otherwise), or any other reorganization or joint venture, or assignment, transfer or other disposition of all or any portion of our business, assets or stock (including in connection with any bankruptcy or similar proceeding), and any such information may be used by such third party in accordance with this Privacy Policy. Equally, information collected pursuant to this Privacy Policy, including Personal Data, may be disclosed to one or more third parties in connection with any acquisition or merger carried out by WerkApp of such third parties.

10. Exercising Rights With Respect to Personal Data

WerkApp users that provide their Personal Data in the EU, and those that provide their Personal Data in any other jurisdictions that adopt laws affording equivalent protections to those in the EU, may avail of the rights detailed below.

10.1. The Right to Rectify Your Personal Data

WerkApp users are able to edit and update most of their Personal Data held by WerkApp on the Site, and if you have any queries or complaints we encourage you to [contact us via email](#).

10.2. The Right to Object to or Restrict the Processing of Your Personal Data

If you have any queries or complaints about how we process your Personal Data we encourage you to [contact us here](#).

10.3. The Rights of Access to and Portability of Your Personal Data

WerkApp users are able to access most of their Personal Data held by WerkApp on the Site, and if you have any queries or complaints we encourage you to [contact us here](#).

10.4. The Right to Delete Your Personal Data

WerkApp users are able to edit and update most of their Personal Data held by WerkApp on the Site, and if you have any queries or complaints we encourage you to [contact us](#) here.

Where the deletion request relates to Personal Data that you previously requested be made public on WerkApp (e.g. a Job Seeker posting a public profile), we will make reasonable efforts to inform any other controllers of this request.

PLEASE NOTE: by requesting the deletion of your Personal Data, you will no longer be able to create an account with WerkApp using the same email address, or cell phone number. If you simply wish to deactivate your account, please click the “deactivate my account” button in your account page or contact WerkApp.

10.5. Some Limitations

Such rights of rectification, objection, restriction, access, portability and deletion are subject to certain limitations, as provided for by applicable laws. Individual requests will be completed within the time allotted by relevant regulations, which starts to run from the point of WerkApp confirming your request. Where permitted, please note there may be a charge for subsequent requests from the same individual, which will be determined by WerkApp and only imposed to the extent permitted by applicable law.

11. Do Not Track Requests

We do not respond to the browser “Do Not Track” (DNT) signal if enabled by the user in their web browser. When we set or read cookies on non-WerkApp sites that have integrated our job search and display features, we do so, for example, to provide a personalized job search experience to users on those sites. We do not share any information about your use of WerkApp with those third parties. When third parties that we have integrated into WerkApp sites (as described in the WerkApp Cookie Policy) set or read their own third-party cookies, they may or may not respond to the DNT signal.

12. Opting Out

If you no longer want to receive marketing materials from us based upon your Personal Data, going forward, you may opt out of receiving such marketing related messages by [sending an email](#). Please note that we may still send other messages to you, such as administrative messages. We will comply with your request as soon as reasonably practicable, and in accordance with applicable laws.

13. General Inquiries and Complaints

13.1. Contacting WerkApp

You may contact Werk Technologies, Inc. at 10 Dundas Street East, Suite 600, Toronto, ON, Canada, or you may contact either company via our Site landing page [contact form](#).

13.2. Complaints

If you believe your data protection rights have been infringed by WerkApp, you have the right to complain to the appropriate data protection supervisory authority in your jurisdiction.