

L J Williams & Associates

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Candidate Privacy Policy

1. Candidates applying for specifically advertised positions

1.1 Resumes or information submitted in response to a specifically advertised position may, at our discretion, be forwarded to the client for whom that position was advertised.

1.2 Unless you tell us otherwise, all candidates who apply for specifically advertised positions agree that L J Williams & Associates, at our discretion, may record individual a candidate's contact information, qualifications and employment history in our candidate database to enable us to advise those candidates via job bulletins of other present or future vacancies which may be of interest to them.

1.3 Candidates agree that advice of suitable vacancies may be made via telephone or written job bulletins which can be forwarded by post, email or SMS.

1.4 With the exception of 1.1, this information will be kept in confidence and will not be released to any third parties, including our employer clients, without the specific consent of the candidate.

1.5 Unless you tell us otherwise, all candidates consent to L J Williams & Associates, at our discretion, listing an anonymous candidate profile on the "candidates available" section of our monthly client newsletters.

2. Candidates requesting general registration

2.1 Candidates who register for the purpose of being advised of suitable vacancies will also have their contact details, qualifications and employment history entered on our candidate database.

2.2 Candidates agree that advice of suitable vacancies may be made via telephone or written job bulletins which can be forwarded by post, email or SMS.

2.3 This information will be kept in confidence and will not be released to any third parties, including our employer clients, without the specific consent of the candidate.

2.4 Unless you tell us otherwise, all candidates consent to L J Williams & Associates, at our discretion, listing an anonymous candidate profile on the "candidates available" section of our monthly client newsletters.