

Privacy Policy

Whilst Specialist Human Resources Ltd makes every effort to ensure the security of data that it receives through this website, it cannot be held responsible for the security of data that is sent over the internet. You are strongly advised to ensure that your security software is active and regularly updated in order to maintain the integrity of your software and data. Specialist Human Resources Ltd is registered with the Information Commissioner's Office and adheres to the General Data Protection Regulations when holding personal information. All data is treated confidentially and, other than sharing data with our associates (with your agreement), we do not share data with third parties. Specialist Human Resources Ltd may change this policy from time to time by updating this page. You should check this page frequently to ensure that you are still happy with its content. This policy is effective from 25 May 2018.

We may collect the following information: Name and job title; contact information including email address and telephone number; postal address; information you may submit when you message us; other information relevant to customer surveys. However, this information can only be gathered by your completion of the 'Contact' link on the Home Page of our website.

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping in order to provide you with a specific service
- We may use the information to improve our services (see use of cookies and analytical software (below))
- To send periodic emails to update you on the latest trends in Human Resource Management and to advise you of changes to Employment Law (where requested)

Contact information is held for as long as required in order to offer services, or until you withdraw your consent, and is reviewed at six monthly intervals to ensure relevance and completeness. Please note that we do not utilise automated decision-making processes.

We may use cookies and/or other analytical software in order to ascertain people's likes and dislikes by gathering information about their preferences when visiting our website, and to analyse data about web page traffic. Overall, cookies and analytical software helps us to provide a better website. It does not give us access to your computer or any information about you, other than the data you wish to share with us. You can choose to accept or decline cookies. However, this may prevent you from taking full advantage of the website. Our website may contain links to other websites of interest. However, once you have used these links and leave our website, we do not have any control over, or have responsibility for, the protection and privacy of any data that you may share on these sites. Note that those sites are not governed by this privacy policy. In using such sites you should exercise caution and read the privacy policy applicable to the website in question.

Under the General Data Protection Regulations you may request details of the personal information that we hold about you. If you would like a copy of the information that we hold, or if you believe that information held is incomplete or incorrect, then please email:

george.kemish@specialisthumanresources.co.uk. We will correct any information found to be incorrect or incomplete. You also have the right to object to how the information is used, and may instruct us to limit its use, or to erase any information that we hold about you.