

Privacy Policy

Gliamanti Inc., DBA Recruit To Suit is a global provider of executive search services, talent acquisition and talent management solutions, share your concerns about the protection of personal information relating to you

Gliamanti Inc., DBA Recruit To Suit offers executive and other recruitment services to help companies recruit new personnel (“Search Services”), as well as talent management, consulting, and other services (“Consulting Services”). We may collect information about you in connection with either or both of these services.

Gliamanti Inc., DBA Recruit To Suit takes the security of your information seriously and wants you to be familiar with how we collect, use and disclose information about you. This Privacy Policy (the “Policy”) describes our privacy practices regarding the collection, use and worldwide transfer of personal information available by us for use on or through computers or mobile devices (the “Apps”); through our social media pages and apps to which the Site links (collectively, our “Social Media Pages”), as well as through HTML-formatted email messages that we send to you that link to this Privacy Policy (collectively, including the Site, Apps and our Social Media Page.

By using our web site, you signify your agreement with this Policy. If you do not agree to this Policy, do not use the web site.

PERSONAL INFORMATION WE COLLECT.

Gliamanti Inc., DBA Recruit To Suit collects personal information about you (such as name, e-mail address and physical address) when you provide it to us, including, for example, when you register to use our Online Systems, submit or build a resume, respond to employment opportunities, answer online assessment questions, participate in online courseware, provide information about yourself to our coaches or contact us via e-mail or postal mail. We also collect personal information about you from third parties, including, for example, when a fellow assessment or coaching participant provides information about you, when co-branded organizations enter information to create an Executive Center, when a colleague recommends that we consider you for a position or from other sources such as public databases, joint marketing partners and social media platforms.

In the course of our Services, we also may collect the following personal information about potential candidates: name, address, telephone number, e-mail address, resume information (e.g., employment history, education, professional credentials, memberships in professional organizations, skills), citizenship, information from former employers and other references, and other information to the extent we have acquired or the individual has provided us with such information.

In certain cases, we may request sensitive information in connection with our Services. For example, our assessments may include demographic survey questions that our clients may choose to use for their participants, such as questions about gender, race, age, or country of origin.

In the course of our Services in certain regions, we may collect personal information related to gender, and in the U.S. we also may collect information related to race for diversity purposes. As permitted by applicable laws, we may obtain background verification information. We may also use photos of you that you provide to us or that you make publicly available on the Internet (e.g., LinkedIn) for internal reference purposes only.

Except in these limited cases, we encourage you not to provide any other sensitive information to us, such as Social Security numbers, payment card numbers, information related to racial or ethnic origin, political opinions, religious or other beliefs, health, criminal background, or trade union membership.

If you submit any personal information relating to other people to us or to our service providers in connection with the Services, you represent that you have the authority to do so and to permit us to use the information in accordance with this Policy.

HOW WE USE THE INFORMATION WE COLLECT.

We use the information we collect in support of our Services. The following paragraphs describe some of the ways in which we may use personal and other information:

Fulfilling your requests. We may use personal information to respond to your inquiries and fulfill your requests. If you contact us, we may keep a record of your contact information and correspondence, and we may use any information you provide in your message to respond to your inquiry.

Business purposes. We may use personal information for our business purposes, such as audits, internal communication regarding candidates and clients, determining the effectiveness of our promotional activities, administering our products and services, maintaining and securing our infrastructure, and for procurement and financial transactions.

Informational communications. Gliamanti Inc., DBA Recruit To Suit may from time to time send informational e-mails, articles, white papers, proposals, engagement letters, and other information regarding the Services. Occasionally, and with your consent, we may use your personal information in press releases and direct marketing materials. We also may use personal information such as e-mail or postal addresses to conduct surveys.

Administrative information. We may from time to time use personal information to send you important information regarding the Online Systems, changes to our terms, conditions, and policies and/or other administrative information. We may also contact you from time to time to verify that the personal information we have collected about you is accurate and current.

Other activities. In addition, we may use and disclose personal information in other ways to perform our Services, as described below:

Additional activities for Search Services. In the course of our Search for candidates to identify professional opportunities that we think may be of interest. We may contact potential candidates from time to time regarding such opportunities. We also may contact individuals from time to time to solicit names of, or other personal information regarding, potential candidates in connection with a search that we are conducting and for purposes of market intelligence.

We also use personal information to confirm references and conduct education and background checks, as appropriate. We may further use personal information that we collect for purposes of aggregating and disclosing diversity statistics and other statistical information regarding our candidates and placement activities.

Additional activities for Consulting Services. In the course of our Consulting Services, we may use personal information collected about you through our assessments to render Services to our clients.

De-identified data. Additionally, we may aggregate (anonymize) or de-identify personal in such a manner that the end-product does not personally identify you or any other individual, for example, to generate norms by industry, geography, level, etc., enable us to conduct ongoing validation studies, compile reports, and publish journal articles to further the knowledge base of organizational and leadership science. Such aggregate or de-identified information is not considered personal information for purposes of this Policy and we may use it for any purpose.

DISCLOSURE TO CLIENTS, AFFILIATES, SERVICE PROVIDERS AND OTHERS.

Disclosure to clients. In the course of our Services, we may disclose your personal information to clients who have engaged our services:

In the course of our Consulting Services, Giamanti Inc., DBA Recruit To Suit discloses assessment and other information to the employer/client that has engaged Giamanti Inc. and to designated client personnel. Assessment and other personal information collected by our consultants or provided by our client may be maintained in Giamanti Inc., DBA Recruit To Suit's database, to which our client, and certain personnel designated by our client, will have access both during and after the conclusion of our assignment. If you take assessments through our Consulting Services, we will not use your assessment reports in the performance of our Search Services without your consent.

In the course of our Search Services, we may provide personal information regarding candidates, including the results of assessments taken through our Search Services and related data, to prospective employers that have engaged Giamanti Inc., DBA Recruit To Suit to fulfill search requests, or to reference sources.

Disclosure to service providers Giamanti Inc., DBA Recruit To Suit works with third parties who provide services that may include, but are not necessarily limited to, assessment services, including assessment validation services; website hosting and IT consulting services; data analysis; resume verification; background checking; payroll services; public relations services; attorneys, accountants, and other administrative and back-up and security services. As part of providing those services, such third parties will be provided with access to personal information

Business transfers. Giamanti Inc., DBA Recruit To Suit reserves the right to disclose or transfer any and all personal information that we collect from visitors, or that we otherwise collect in connection with our Services, to a third party in connection with a strategic alliance with such third party, or in the event of a sale of our company or one of our affiliates, or a merger or consolidation involving our company or one of our affiliates, or a sale or transfer of assets or of any portion of our business or the business of one or more of our affiliates.

Other disclosures. Giamanti Inc., DBA Recruit To Suit may also use or disclose personal information in order to: (i) comply with applicable laws; (ii) respond to inquiries or requests from public or government authorities, including those outside of your country of residence; (iii) comply with valid legal process; (iv) protect the rights, privacy, safety or property Giamanti Inc., DBA Recruit To Suit, users of the Online

Systems or the public; (v) permit us to pursue available remedies or limit the damages that we may sustain; (vi) enforce our Terms of Use; or (vii) respond to an emergency. We cannot and do not assume any responsibility for the actions or omissions of third parties, such as clients, including the manner in which they use personal information received either from Giamanti Inc., DBA Recruit To Suit or from other independent sources.

OTHER INFORMATION WE COLLECT.

Gliamanti Inc., DBA Recruit To Suit collects other information that does not reveal your specific identity (“Other Information”), such as: Information collected through cookies, pixel tags and other technologies;

- App usage data;
- Demographic information and other information provided by you; and
- Aggregated information.

Since Other Information does not reveal your specific identity, we may use it for any purpose. If we combine any Other Information with personal information (such as combining your name with your location), we will treat the combined information as personal information as long as it is combined.

We and our third-party service providers may collect Other Information in a variety of ways, including: Using cookies. We use “cookies” — that is, small text files placed on a visitor’s computer hard drive — and other technologies to help us determine information such as the type of content to which a visitor to the Site links, and the length of time each visitor spends at any particular area of the Site. Gliamanti Inc., DBA Recruit To Suit cookies are only read by Gliamanti Inc., DBA Recruit To Suit servers and are unable to execute any code or virus. We and our service providers use the information for security purposes, to facilitate navigation, display information more effectively, and to personalize your experience while using the Online Systems, as well as for tracking purposes. We also gather statistical information about the usage of the Online Systems in order to continually improve the design and functionality, understand how the Online Systems are used and to assist us with resolving questions regarding the Online Systems.

You can configure your browser settings to automatically decline cookies, or be given the choice of declining or accepting the transfer to your computer of a particular cookie (or cookies) from a particular site. (Each browser is different, so check the “Help” menu of your browser to learn how to change your cookie preferences.) You may also wish to refer to <http://www.allaboutcookies.org/manage-cookies/index.html>. However, if you do not accept these cookies, you may experience some inconvenience in your use of the Online Systems. For example, we may not be able to recognize your computer and you may need to log in every time you visit the applicable Online Systems. You also may not receive advertising or other offers from us that are relevant to your interests and needs.

Using pixel tags, web beacons, clear GIFs or other similar technologies. These may be used in connection with some Site pages and HTML-formatted email messages to, among other things, track the actions of Site users and email recipients, measure the success of our communications and compile statistics about Site usage and response rates. Using Adobe Flash technology (including Flash Local Shared Objects (“Flash LSOs”)) and other similar technologies. We may use Flash LSOs and other technologies to, among other things, collect and store information about your use of the Online Systems. If you do not want Flash LSOs stored on your computer, you can adjust the settings of your Flash player to block Flash LSO storage using the tools contained in the Website Storage Settings Panel. You can also control Flash LSOs by going to the Global Storage Settings Panel and following the instructions (which may include instructions that explain, for example, how to delete existing Flash LSOs, how to prevent Flash LSOs from being placed on your computer without your being asked, and how to block Flash LSOs that are not being delivered by the operator of the page you are on at the time). Please note that setting the Flash Player to restrict or limit acceptance of

From you. Information such as your preferred means of communication is collected when you

voluntarily provide this information. Unless combined with personal information, this information does not personally identify you or any other user of the Online Systems.

By aggregating information. Aggregated personal information does not personally identify you or any other user of the Online Systems. For example, we may aggregate information to calculate the geographic distribution of participants in our Services.

CHOICE AND ACCESS.

Your provision of personal information to us is voluntary, although if you do not provide certain personal information you may not be able to participate in our Search Services and/or Consulting Services.

You may contact us at shawn@recruit-to-suit.com if you wish to receive certain information as to whether or not personal information relating to you is held by us and to obtain a copy of such information

We will aim to comply with your request as soon as reasonably practical, and may need to contact you in order to be sure that we are deleting the appropriate information. Please note that we cannot be responsible for removing your information from our database if that information is part of a Consulting Services assignment for your company. In that case, your request may need to be directed to your company's management. We will, however, forward your request to the appropriate person at your company.

We also may need to retain certain information about you, such as your e-mail address, in order to honor opt-out or similar requests. Please keep in mind that this residual information will remain within Gliamanti Inc., DBA Recruit To Suit's databases, access logs and other records, which may or may not contain personal information about you. The residual information will not be used for commercial purposes. However, Gliamanti Inc., DBA Recruit To Suit reserves the right, from time to time, to recontact former users of its Services.

LOCATION OF PERSONAL INFORMATION COLLECTED AND MAINTAINED.

Your personal information may be collected, used, processed, disclosed and transferred to and within the United States and other countries where we have facilities or in which we engage service providers. By using our Services or Online Systems, you consent to the transfer of information to countries outside of your country of residence, which may have different data protection rules than in your country.

SECURITY.

Gliamanti Inc., DBA Recruit To Suit has reasonable organizational, technical and administrative measures in place to protect against the loss, misuse and alteration of personal information about users of the Online Systems which is under our control. Unfortunately, however, no security system, or system of transmitting personal information over the Internet can be guaranteed to be 100% secure. If you have reason to believe that your interaction with us is no longer secure (for example, if you feel that the security of any account you might have with us has been compromised), please immediately notify us of the problem by contacting us in accordance with the "Questions" section below.

RETENTION PERIOD.

We will retain your personal information for the period necessary to fulfill the purposes outlined in this Policy unless a longer retention period is required or allowed by law.

LINKS TO OTHER WEBSITES.

This Policy does not address, and we are not responsible for, the privacy, information, or other practices of our Vendors or of any other third parties. On the Online Systems, you may have the opportunity to follow a link from or to other websites maintained by Giamanti Inc., DBA Recruit To Suit affiliates, Vendors, or other third parties. The inclusion of a link on our Online Systems does not imply our endorsement of the linked site. Because these other websites may not be hosted or controlled By Giamanti Inc., DBA Recruit To Suit , this Policy does not address the privacy practices of those websites. We encourage you to review the privacy policies of each of those websites.

Please note that we are not responsible for the collection, usage and disclosure policies and practices (including the data security practices) of other organizations, such as LinkedIn, Facebook, Apple, Google, Microsoft or any other app developer, app provider, social media platform provider, operating system provider, wireless service provider or device manufacturer, including any personal information you disclose to other organizations through or in connection with the Apps or our Social Media Pages.

UPDATES TO THIS POLICY.

Giamanti Inc., DBA Recruit To Suit reviews its privacy practices from time to time, and those practices are subject to change. We ask that you bookmark and periodically review this page to ensure continuing familiarity with the most current version of this Policy. You can determine when this Policy was last revised by checking the "Revised Date" legend at the bottom of the Policy. Any changes to the Policy will become effective upon posting of the revised Policy on the Internet, accessible through the Site. Use of the Online Systems following such changes constitutes your acceptance of the revised Policy then in effect.

USE OF ONLINE SYSTEMS BY MINORS.

The Online Systems are not directed to individuals under the age of fourteen (14), and we request that these individuals do not provide personal information through the Online Systems.

Questions regarding this Policy should be directed to Recruit To Suit: shawn@recruit-to-suit.com

Giamanti Inc DBA Recruit To Suit does not share, sell, trade or rent your personal information, including email addresses with third parties, only as required by law

If we decide to change our privacy policy, we will post those changes on this page so you are always aware of what information we collect, how we use it, and under what circumstances we disclose it.

Revised Date: August 15, 2014