

PRIVACY POLICY

Clarvo and Jobgeek

Clarvo Oy, formerly known as **Hanki App**, is a company based in Finland that operates online marketplaces connecting companies with job seekers. Our platforms include **Clarvo** and **Jobgeek**, which use algorithm-based employment mediation technology accessible through our websites at www.clarvo.ai and www.jobgeek.ai. In this privacy policy, we refer to ourselves as "Clarvo," "we," "us," or "our," and our platforms collectively as "Services."

At Clarvo, we respect your privacy and are committed to protecting the personal information you share with us. Protecting your data and transparency on data usage is one of our core values. This privacy policy outlines the ways in which we process your personal data when you use our Services.

1. PERSONAL DATA

We process your personal data to provide you with our Services, which depend on the specific service you are using. Below is a list of the personal data we may collect when you use Clarvo's or JobGeek's services:

1.1 Registration and the Use of Our CV Creation Tools

When you register to use our standard services, we will store the following categories of personal data to connect you with relevant job opportunities:

- First name and Last name
- Email address
- Phone number
- Date of birth
- Street address
- Gender
- Personal projects
- Skills and languages
- Job preferences
- Profile Picture
- Personality profile
- Further descriptions of experiences in education, work life and other activities
- Behavioral data including your interactions with the platform such as job opportunities you view, accept, or reject

Companies looking to hire users from our platforms will only see anonymized versions of users. This means they cannot see the name or contact details of the user until a user expresses interest in the opportunity.

We only process personal data that we obtain from you and your provided sources. This includes information provided by you from third parties such as filling in data through LinkedIn.

Please note that your anonymity on our websites is not absolute. Your user account is connected to your email address, so your identity may be identifiable to us.

1.2 Other Personal Data

In addition to the personal data collected during registration, we offer further services from company representatives. When offering further services such as:

- CV review
- Career consulting
- Career orientation
- Interview training
- Workshops

We may use information provided by you to collect data on your profile. Additionally, we may collect and use information from your publicly available professional profiles (such as LinkedIn, GitHub, or other professional networking sites) to enrich and update your profile. This may include information about your professional experience, skills, achievements, and other career-related information that you have made publicly available. This is done to help connect you with companies that match your ambitions and preferences.

2. LEGAL GROUNDS AND PROCESSING PURPOSES

2.1 We may process your personal data based on the following legal grounds:

- Processing is necessary for the performance of the agreement between you and us.
- Processing is necessary for compliance with a legal obligation to which we are subject.
- Processing is necessary for the purposes of the legitimate interests pursued by us.

2.2 We process your personal data for the following purposes:

- To enable you to sign up as a user on our websites and to provide you with our Services.
- To match your profile with the most suitable job openings using our algorithm.
- To enable the posting of personal content on our websites, such as profile pictures and company ratings and reviews.
- To tailor the content we display to you on our websites.

- To detect security incidents and protect against malicious, deceptive, fraudulent, or illegal activity.
- To measure interest and engagement in our websites.
- To analyze and improve our Services.
- To send you promotional information related to recruitment and hiring services.
- To verify the reviews and ratings you give to companies.
- To verify and update the accuracy of user employment information by reviewing publicly available professional profiles, such as LinkedIn.
- To analyze usage patterns and user behavior data (such as job opportunities viewed, accepted, or rejected) to improve our matching algorithms and personalize your experience.

Companies are obligated to process your personal data only in accordance with our privacy policy.

3. AUTOMATED DECISION MAKING

We use an algorithm to automatically connect you with suitable job openings based on the profile you submit to our platforms. The decision is made based on the personal data you provide. Our automated processing of your data is necessary to carry out the tasks outlined in our terms of service.

If you do not agree to the automated processing of your personal data, we will be unable to provide you with our Services or allow you to become a user of our websites.

4. INTEGRITY AND RETENTION OF PERSONAL DATA

We will only retain your personal data for as long as necessary for the purposes for which it was initially collected or processed. You always have the right to request your data to be deleted. We will delete your personal data at the latest within 1 month of requesting your data to be deleted.

5. RIGHTS RELATED TO PERSONAL DATA PROCESSING

You have the following rights in relation to the processing of your personal data:

5.1 Request Information

You have the right to receive all data protection related information to which you are entitled, which is provided in this policy. The current version of the policy is always available on our websites.

5.2 Right to Access

You have the right to ask us to provide a copy of the personal data we process about you.

5.3 Right to Rectification

You have the right to ask us to rectify any personal data that is incorrect or incomplete.

5.4 Right to Erasure

You have the right to ask us to erase your personal data, unless we are obligated to continue processing it under law.

5.5 Right to Restriction

You possess the right to request a limitation on the processing of your personal data if the information is inaccurate or incomplete or if it is being processed unlawfully.

5.6 Right to Data Portability

You have the right to request that we provide you or a third party, if technically feasible, with your personal data that you have provided to us and which has been processed based on their consent or a contract between you and us.

5.7 Right to Object

You have the right to object to the processing of your personal data if they have reason to believe that we do not have lawful grounds for processing your data.

5.8 Right to Withdraw Consent

You have the right to revoke your consent for the processing of your personal data at any time.

5.9 Right to File Complaints

You have the right to submit complaints regarding the processing of your personal data.

To exercise any of these rights, you must submit a written request to us. We reserve the right to reject such requests and provide justifications for doing so. Contact info@clarvo.ai regarding any requests or questions.

6. COOKIES

We may use third-party analytics tools to help us measure traffic and usage trends for our Services. Our web analytics service providers analyze the usage of our websites and services

so that we can improve and amend them. When you accept our terms of service, personal data can be transferred to the following web analytics service providers:

- Google Analytics, Google Inc., Amphitheatre Parkway, Mountain View, CA 94043, USA, email address info@google.com
- Microsoft Clarity and Microsoft Advertising

We partner with Microsoft Clarity and Microsoft Advertising to capture how you use and interact with our websites through behavioral metrics, heatmaps, and session replay to improve and market our products/services. Website usage data is captured using first and third-party cookies and other tracking technologies to determine the popularity of products/services and online activity. Additionally, we use this information for site optimization, fraud/security purposes, and advertising. For more information about how Microsoft collects and uses your data, visit the [Microsoft Privacy Statement](#).

We use session cookies while operating our websites. Cookies are small data files stored on your computer, smartphone, or other device. Cookies help us to monitor and improve the functionality and usage of the websites and apps.

As a user of our platforms, you can delete or block cookies through your browser settings at any time. However, some cookies may be necessary for the functionality of our websites/apps. Therefore, you understand that when blocking or deleting cookies, some features of the websites may not function correctly. For more general information about cookies, please see www.allaboutcookies.org.

7. USE OF THIRD-PARTY SERVICES

We use OpenAI (OpenAI, L.L.C., 3180 18th St, San Francisco, CA 94110, USA), to enhance the functionality of our platforms. Data shared with OpenAI is anonymized wherever possible to ensure compliance with applicable data protection laws. For more details, please refer to OpenAI's privacy policy at <https://openai.com/privacy>.

8. GENERAL

We reserve the right to alter the terms of the privacy policy at any time by updating the privacy policy on our websites/apps.

If you have any questions concerning the privacy policy, please contact us at info@clarvo.ai