



## ***Privacy Policy - Manstaff Ltd***

Last Updated: January 02, 2025

### **Our Privacy Promise**

From our Derby headquarters, Manstaff Ltd has crafted a privacy commitment that mirrors the precision of the manufacturing sector we serve. Our approach to data protection reflects our dedication as a specialist recruitment partner for manufacturing industries.

### **Your Professional Journey with Us**

When you engage with our recruitment services, we become custodians of your professional narrative. Whether you're a candidate seeking manufacturing opportunities or a client seeking talent, we handle your information with the utmost precision and care.

### **Information We Protect**

#### **For Manufacturing Professionals:**

We carefully maintain records of your professional journey, including:

- Qualifications and certifications
- Manufacturing experience
- Career aspirations
- Skills and competencies
- Professional development
- Work history

Our multilingual team ensures accurate documentation in English, Italian, and Romanian.

#### **For Manufacturing Clients:**

We safeguard your recruitment needs with dedicated precision:

- Staffing requirements
- Role specifications
- Company culture details
- Growth plans
- Team structure
- Skills requirements

### **Our Security Architecture**

We implement robust security measures that protect your recruitment information:

- Secure physical storage at our Derby location
- Advanced digital protection systems
- Regular staff training on data protection
- Controlled access protocols
- Comprehensive backup procedures



## Your Control, Your Rights

We believe in giving you complete control over your information. You can:

- Access your information
- Request updates or corrections
- Choose how we communicate with you
- Manage your preferences
- Request data removal

## Professional Network Protection

When sharing information within our recruitment network, we ensure:

- Strict confidentiality agreements
- Regular compliance checks
- Secure transfer protocols
- Clear purpose definition
- Limited access principles

## Stay Connected

Our Derby team is ready to address your privacy questions:

Email: [info@manstaff.co.uk](mailto:info@manstaff.co.uk)  
Phone: +44 7470 435 603  
Location: 370 Osmaston Park Road, Derby, DE24 8FB  
Web: [www.manstaff.co.uk](http://www.manstaff.co.uk)

## Continuous Improvement

We regularly review and enhance our privacy practices to reflect:

- Evolving industry standards
- New technological developments
- Changing regulatory requirements
- Recruitment sector best practices

## Resolution Commitment

We maintain a structured approach to addressing privacy concerns, ensuring prompt and thorough resolution of any questions or issues you may have.

This policy reflects our commitment to protecting your information while delivering excellence in manufacturing recruitment services.