

Privacy Policy – Adrienne Careers

Effective Date: [August 2025]

Last Updated: [August 2025]

1. Introduction

Adrienne Careers (“we,” “our,” or “us”) respects your privacy. This Privacy Policy explains how we collect, use, and protect your personal information in compliance with the **General Data Protection Regulation (GDPR)** and the **California Consumer Privacy Act (CCPA)**.

By using our website, booking a service, or providing your information, you agree to the terms of this policy.

2. Information We Collect

We may collect the following personal information when you use our services:

- **Contact Details:** Name, email address, phone number, mailing address
 - **Career Information:** CV/resume, job history, skills, and goals
 - **Payment Information:** Billing address, payment details (processed securely via third-party payment processors)
 - **Usage Data:** IP address, browser type, device information, and pages visited (via cookies and analytics tools)
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3. How We Use Your Information

We use your personal information to:

- Provide and deliver our career coaching and recruitment services
- Communicate with you about appointments, services, and updates
- Process payments and invoices

- Improve our website and service offerings
 - Comply with legal and regulatory requirements
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4. Legal Basis for Processing (GDPR)

Under GDPR, we process your data based on:

- **Consent** (when you sign up, subscribe, or book a session)
 - **Contractual necessity** (to deliver the services you request)
 - **Legitimate interest** (improving services, preventing fraud)
 - **Legal obligation** (compliance with applicable laws)
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5. Your Rights (GDPR & CCPA)

You have the right to:

- **Access** your personal information
- **Correct** inaccurate or incomplete information
- **Request deletion** of your personal data
- **Object** to certain processing activities
- **Request data portability**
- **Opt-out** of the sale of personal information (CCPA)

To exercise these rights, email us at adrienne.careers@gmail.com.

6. Data Sharing & Disclosure

We never sell your personal data. We may share your data with:

- **Service providers** (e.g., payment processors, email services, scheduling tools like Calendly)
 - **Legal authorities** when required by law
 - **Business partners** with your explicit consent
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7. Data Retention

We keep your personal information only as long as necessary to fulfill the purposes outlined in this policy, or as required by law.

8. Cookies & Tracking

We use cookies and similar technologies to enhance your browsing experience and collect usage data. You can manage or disable cookies through your browser settings.

9. Data Security

We implement industry-standard security measures to protect your personal data. However, no method of transmission over the internet is completely secure.

10. International Data Transfers

If you are located outside the European Economic Area (EEA), your information may be transferred and stored in countries that may have different data protection laws.

11. Changes to This Policy

We may update this Privacy Policy from time to time. Changes will be posted with a revised “Last Updated” date.

12. Contact Us

If you have questions or concerns about this policy, contact us at:

Adrienne Careers

Email: **adrienne.careers@gmail.com**