

Trabalyo Privacy Policy

This Privacy Policy explains how Trabalyo (“we,” “our,” or “us”) collects, uses, discloses, and protects information obtained through the use of our AI-powered recruitment chatbot. By interacting with our chatbot, you agree to the terms outlined in this policy. If you do not agree, please refrain from using our services.

1. Information We Collect

We may collect various types of information when you interact with our chatbot, including but not limited to:

- **Personal Information:** This includes contact details such as your name, email address, phone number, and company name. We collect this information when you provide it voluntarily, typically to facilitate follow-up or to deliver services.
- **Company Details:** Information about your company (such as company size, industry, location, and hiring needs) that helps us provide tailored recruitment recommendations.
- **Usage Data:** Information about your interactions with the chatbot, such as the questions you ask and the responses generated, may be stored to help us improve our services.

We do not intentionally collect sensitive personal information such as religious beliefs, political opinions, or health data.

2. How We Use Your Information

The information collected through the Trabalyo chatbot is used primarily for the following purposes:

- **Service Delivery:** To provide you with recruitment suggestions, hiring recommendations, and other related information tailored to your specific needs.
- **Improvement of Services:** To analyze chatbot interactions, monitor usage trends, and improve the chatbot’s responses, functionality, and user experience.
- **Communication:** To reach out to you with updates, service improvements, and other communications relevant to your business and hiring needs (if you provide your contact information).
- **Legal Compliance:** To comply with applicable laws, regulations, and legal requests as necessary.

3. Disclosure of Your Information

We do not sell or rent your personal information to third parties. We may share your information with trusted third parties in the following cases:

- **Service Providers:** We may share information with third-party service providers who assist us in operating our chatbot or business (e.g., cloud storage providers, analytics services).
- **Legal Requirements:** If required by law or legal process, we may disclose information to authorities to comply with a legal obligation, protect our rights, or prevent harm.

We ensure that any third parties we engage to process data on our behalf adhere to strict confidentiality and data protection standards.

4. Data Security

We implement appropriate technical and organizational measures to protect your personal information from unauthorized access, disclosure, alteration, and destruction. While we strive to protect your information, please note that no system can be entirely secure, and we cannot guarantee the security of data transmitted via the internet.

5. Retention of Data

We retain your personal information for as long as necessary to fulfill the purposes outlined in this Privacy Policy, or as required by law. When your information is no longer required, we will delete or anonymize it.

6. Your Rights

Depending on your location and applicable laws, you may have the following rights with respect to your personal information:

- **Access:** You have the right to request access to the personal information we hold about you.
- **Correction:** You can request that we correct or update any inaccurate or incomplete personal information.
- **Deletion:** You may request the deletion of your personal information, subject to legal and contractual obligations.
- **Objection and Restriction:** You have the right to object to or request the restriction of the processing of your personal data.

To exercise any of these rights, please contact us using the contact information provided below.

7. International Data Transfers

If we transfer your information outside of your country or region (e.g., to data centers outside of Saudi Arabia), we will take steps to ensure that your data is adequately protected in accordance with applicable laws.

8. Children's Privacy

Our services are intended for businesses and are not designed for individuals under the age of 18. We do not knowingly collect information from children. If we become aware that we have inadvertently collected information from a child under 18, we will promptly delete it.

9. Changes to This Privacy Policy

We may update this Privacy Policy from time to time to reflect changes in our practices, technology, legal obligations, or other factors. When we make changes, we will update the effective date at the bottom of this policy. We encourage you to review this Privacy Policy periodically.

10. Contact Us

If you have any questions, concerns, or requests regarding this Privacy Policy or the processing of your personal information, please contact us at **info@trabalyo.com**