



Privacy Policy

Effective Date: September 29, 2024

NeXtRAordinary People LLC ("we," "us," "our") is committed to protecting the privacy and security of your personal information. This Privacy Policy outlines how we collect, use, store, and protect your personal data in compliance with applicable data protection laws, including Washington State's laws and federal requirements. By using our services, you agree to the practices described in this Privacy Policy.

1. Information We Collect

We collect personal information that you voluntarily provide to us when you:

- Engage with our services (e.g., sourcing, recruiting, resume reviews, and mock interviews)
- Submit inquiries or requests through our website or via email
- Purchase services from our website or any affiliated platforms

This information may include, but is not limited to:

- Name
- Email address
- Phone number
- Employment history, resume details, and other job-related information
- References and their contact information

Children's Privacy

Our services are not intended for individuals under the age of 13, and we do not knowingly collect personal information from children under 13. If we become aware that we have inadvertently collected data from a child under 13 without verified parental consent, we will take steps to delete that information as soon as possible.

If you believe we may have collected personal information from a child under 13, please contact us at hello@nexttraordinarypeople.com so we can take appropriate action.

2. How We Use Your Information

We use your personal data to:

- Provide, manage, and improve our services
- Facilitate job placements and recruitment activities
- Respond to your inquiries and requests
- Send you relevant updates about our services, with your consent
- Comply with legal obligations

International Data Transfers

If you are accessing our services from outside the United States, please be aware that your personal data may be transferred to, stored, and processed in the United States. We comply with applicable legal requirements for the transfer of personal data to countries outside of the European Economic Area (EEA) or other regions with comprehensive data protection laws.

When we transfer personal data internationally, we ensure that appropriate safeguards are in place to protect your personal data. These safeguards may include the use of standard contractual clauses approved by regulatory authorities or other lawful mechanisms to ensure the protection of your personal data.

3. Data Retention

- We retain your personal data for as long as necessary to fulfill the purposes outlined in this Privacy Policy, unless a longer retention period is required or permitted by law.
- Data related to service engagements (e.g., resume reviews, job placements) will be retained only as long as necessary to meet legal obligations, resolve disputes, or for legitimate business purposes. If you request deletion of your data, we will delete it unless required to retain it by law or for regulatory or legitimate business purposes.

4. Data Security

We take data security seriously and implement reasonable administrative, technical, and physical safeguards to protect your personal data. These include, but are not limited to:

- Encryption of sensitive data during transmission
- Secure storage systems with restricted access
- Regular monitoring for potential vulnerabilities and attacks

Please note that we rely on third-party service providers (e.g., cloud storage, payment processors) to store and process your data. While we make reasonable efforts to select service providers that prioritize data protection and use appropriate security measures, we cannot guarantee their full compliance with applicable data protection laws. No security system can guarantee complete protection. In the event of a data breach, we will notify affected users as required by applicable laws and take appropriate action to mitigate any harm.

5. Sharing of Information

We do not share your personal data with third parties, except in the following cases:

- **With your consent:** We may share your information with potential employers, recruiters, or other relevant parties in connection with the services we provide, with your explicit consent.
- **Legal obligations:** We may disclose your information to comply with applicable laws, regulations, legal processes, or government requests.
- **Service providers:** We may share your data with trusted third-party service providers who assist us in operating our business (e.g., payment processors, secure data storage), but only to the extent necessary and under strict confidentiality agreements.

6. Your Data Rights

You have the following rights concerning your personal data:

- **Access:** You may request a copy of the personal data we hold about you.
- **Correction:** You have the right to correct inaccurate or incomplete information.
- **Deletion:** You can request the deletion of your data, subject to legal or regulatory retention obligations.
- **Portability:** You may request a copy of your data in a structured, commonly used, and machine-readable format.
- **Objection or Restriction:** You can object to or request that we restrict the processing of your personal data in certain circumstances.

To exercise any of these rights, please contact us at hello@nexttraordinarypeople.com. We will respond to your request within 30 days, in accordance with applicable laws.

7. Cookies and Tracking Technologies

We may use cookies and other tracking technologies to enhance your experience on our website and for analytical purposes. You may modify your browser settings to refuse cookies, but this may affect your ability to use certain features of our site.

8. Third-Party Links and Service Providers

Our website may contain links to third-party websites or services. We are not responsible for the privacy practices, security, or content of these external sites. We encourage you to review the privacy policies and terms of use of any third-party websites or services you visit.

When using third-party service providers to operate our business (e.g., payment processors, secure data storage), our reliance on these providers is outlined in **Section 4 (Data Security)**.

9. Changes to this Privacy Policy

We reserve the right to update or modify this Privacy Policy at any time. The most current version will always be available on our website, and any material changes will be communicated to you via email or by a notice on our website. Continued use of our services after such changes constitutes acceptance of the updated Privacy Policy.

10. Contact Information

If you have any questions or concerns about this Privacy Policy, or if you wish to exercise your rights regarding your personal data, please contact us at:

NeXtRAordinary People LLC

Website: <https://www.nexttraordinarypeople.com/>

Email: hello@nexttraordinarypeople.com

Phone: (206) 761-4440