



## Privacy Policy

**Last Updated:** 01-01-2025

Ara Auckland Airport Jobs & Skills Hub ("we," "our," or "us") is committed to protecting your privacy. This Privacy Policy outlines how we collect, use, and safeguard your personal information when you interact with our website and our LinkedIn lead forms.

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### 1. Information We Collect

We may collect the following types of personal information when you engage with us:

- **Personal Details:** Name, email address, phone number, and other contact details.
  - **Employment Information:** Work experience, qualifications, and job preferences.
  - **Interactions:** Information about your interactions with our website, job applications, or LinkedIn lead forms.
  - **Technical Data:** IP address, browser type, and other analytics data (via cookies and tracking technologies).
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### 2. How We Use Your Information

We use your personal information for the following purposes:

- To connect you with job and training opportunities.
  - To provide career guidance and recruitment support.
  - To send relevant updates, newsletters, or promotional content (only if you opt-in).
  - To improve our website, services, and advertising strategies.
  - To comply with legal and regulatory requirements.
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### 3. How We Share Your Information

We do not sell or rent your personal information. However, we may share your information with:

- **Employers and Training Providers** to facilitate job placements or training opportunities.
  - **Service Providers** who assist with marketing, website analytics, or recruitment processes.
  - **Legal Authorities** if required by law or in response to a legal request.
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## 4. Your Rights and Choices

You have the right to:

- Access, update, or delete your personal data.
- Opt out of marketing communications at any time.
- Withdraw consent for data processing where applicable.
- Request more details about how we handle your data.

To exercise these rights, please contact us at [info@araskills.org.nz](mailto:info@araskills.org.nz)

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## 5. Data Security and Retention

We take reasonable measures to protect your data from unauthorised access, loss, or misuse. We retain your information only for as long as necessary to fulfil the purposes outlined in this policy.

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## 6. Third-Party Links and Services

Our website and LinkedIn ads may contain links to third-party sites. We are not responsible for the privacy practices of these external platforms, and we encourage you to review their privacy policies.

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## 7. Changes to This Policy

We may update this Privacy Policy from time to time. Any changes will be posted on our website with the updated date.

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## 8. Contact Us

If you have any questions about this Privacy Policy, please contact us at: **Ara Auckland Airport Jobs & Skills Hub**

[info@araskills.org.nz](mailto:info@araskills.org.nz)

[www.araskills.org.nz](http://www.araskills.org.nz)

By engaging with our website or submitting your details via LinkedIn, you consent to the terms of this Privacy Policy.