



Ondonte Dental Staffing LLC
4900 Hopyard Road
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Pleasanton, CA 94588
Office (925) 218-0649 Fax (925) 399-7576
Email info@ondonte.com

Privacy Policy (Effective as of 1 January 2013)

Ondonte Dental Staffing LLC (The Company) is committed to protecting the privacy of every individual who utilizes its web site and does business with The Company. This statement discloses The Company policies regarding the information it gathers, the purposes for which it is used, and the steps *The Company takes to safeguard your privacy. Please take a minute to review this privacy statement and contact The Company with any concerns or questions at the address below.*

Our Commitment Regarding Information The Company Collects As a staffing service provider presenting candidates to potential employers, The Company collects personally identifiable information, such as names, addresses, phone numbers, e-mail addresses, and previous employment and reference information. This data is collected when an applicant registers with The Company or when the applicant interviews with representatives within The Company. The Company also collects personally identifiable information, such as names, titles, company names, addresses, phone numbers, and e-mail addresses, from clients seeking to place a job order or to submit contact information online.

How The Company Uses and Protects the Security of Information: In order to assist candidates in their job search and clients in their job placements, personally identifiable information is shared with The Company executives who have a responsibility to respect and maintain the confidentiality of personally identifiable information. The personally identifiable information is collected to develop a thorough understanding of the candidate's work experience, skills and abilities and of the customer's job requirements. The Company uses this personally identifiable information to enhance its services in order to fulfill clients' and candidates' requests for job placement. The Company will contact previous employers and personal references to verify information provided regarding prior work history but will NOT knowingly contact current employers without express written permission to do so. The Company may store and disclose personally identifiable information as allowed or required by applicable law, including making disclosures that are necessary or advisable to: (a) protect the rights, safety or property of Ondonte Dental Staffing LLC or others; (b) conform to legal or regulatory requirements; and (c) effect a possible sale of assets of Ondonte Dental Staffing LLC.

Except as set forth above and in the E-Mail Addresses section below, The Company will not disclose, sell, lease, or rent your personally identifiable information and will use its best efforts to ensure the security of such information, and comply with applicable legal requirements. **Links to Other Web Sites** The Company web site may contain links and references to other sites. The Company endeavors to provide only links within its website



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that meet the highest standard of privacy. Should you decide to connect through one of these links, The Company assumes no responsibility for any privacy statements or any content on web sites not maintained by Ondonte Dental Staffing LLC. The Company recommends that you review the privacy statements of these other sites so that you will understand if and how your information is collected, used and shared. E-Mail Addresses The Company is fully committed to sending only e-mail to you that you have an interest in receiving.

You have the right to opt out and refuse to allow your email to be used at any time. We do not share your e-mail address with other parties at any time including renting, bartering, selling, leasing or otherwise making your e-mail address available to any other company or organization unless required by court of law or law enforcement. The only exception is when we forward your resume to potential employers and such resume includes your email address and you have not opted out of the use of your email address at that time or you have given The Company written authorization to allow sharing your email. The Company will utilize e-mail generated by The Company to share valuable information with you and will utilize the services of a reputable and secure email host for the transmission of e-mail messages. When sending email to you The Company must provide your email address to our email host for the purpose of providing new opportunities, changes to our website or business practices, and/or the occasional survey that would allow us to improve our services to candidates and clients. For this purpose The Company and its email host service provider will use pixel tags (also called clear gifs) to note your interaction with The Company e-mail messages (if you receive messages in html format) and to record some of the pages you visit on The Company web site only. This information allows The Company to provide information that is tailored to your needs and interests.

How You Can Access or Correct Your Information: If a candidate's or client's personally identifiable information changes, such as zip code, telephone, e-mail or postal address, or if a candidate or client no longer desires to be considered active, contact The Company by phone, postal mail or e-mail to opt out.(see below). How To Contact The Company Ondonte Dental Staffing LLC welcomes and encourages your comments regarding its Privacy Policy. If you have any questions about the policy or your experience with The Company web site, you may contact us by telephone, or via e-mail, as follows: Ondonte Dental Staffing LLC, T: 925.218.0649; Fax: 925.399.7576 or [\[mailto:info@ondonte.com\]](mailto:info@ondonte.com)[\[mailto\]](#)