

### **Information we collect and store**

We collect information that you choose to provide us. Upon sending your CV, you are voluntarily sharing personally identifiable information such as your name, email address, citizenship, professional experience, etc. Your information is stored for up to 5 years. We also collect information about how you use our site and the areas of our site that you visit. The resulting logs contain information necessary for analyzing the use of our resources and troubleshooting problems.

### **How Information is Used**

All the information shared with us is used exclusively to maintain our communications with you as a candidate for our open positions. s

### **Your Choices about Your Information**

You may review, correct, or delete any personally identifiable information you submit to us at any time. Simply contact us at [hireme@developmentaid.org](mailto:hireme@developmentaid.org) and we shall process your request within 72 hours.

### **Other sites**

DevelopmentAid contains links to other web sites over which we have no control. DevelopmentAid is not responsible for the privacy policies or practices of other web sites to which you choose to link from this site. We encourage you to review the privacy policies of those other web sites so you can understand how they collect, use and share your information.

### **Privacy Policy Changes**

DevelopmentAid is committed to ensuring the most secure and private operating environment for all site visitors and applicants. We will post any amendments or revisions of our privacy policy here so that you will always know what information we gather, how we might use that information, and how we protect you and your privacy.