

Privacy Policy

Effective Date: 21 March 2026

Recovia Ltd (“we”, “us”, or “our”) is committed to protecting your personal data and respecting your privacy. This Privacy Policy explains how we collect, use, and protect information you provide when visiting our website (www.recoviaholdings.co.uk) or submitting your CV.

1. Information We Collect

We may collect the following personal information:

- **Contact Information:** Name, email address
 - **CV and Professional Details:** Work history, qualifications, skills
 - **Website Data:** IP address, browser type, pages visited, date and time of visit
 - **Communication Data:** Messages submitted via contact forms or emails
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2. How We Use Your Information

We use personal data for the following purposes:

- To review and consider applications for employment or collaborations
- To contact you regarding job opportunities or inquiries
- To provide information about our services and updates
- To improve website functionality and user experience
- To comply with legal and regulatory obligations

We do **not sell, rent, or trade your personal data** to third parties.

3. Legal Basis for Processing

We process personal data under the following legal grounds:

- **Consent:** When you submit your CV or provide information voluntarily
 - **Contractual Necessity:** To provide services you have requested
 - **Legitimate Interest:** To improve our services and manage business operations
 - **Legal Obligation:** To comply with applicable laws
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4. Sharing Your Information

We may share your information with:

- Third-party service providers (e.g., IT and hosting providers)
- Legal or regulatory authorities if required by law
- Professional recruitment partners in specific circumstances

We ensure all third parties comply with **UK GDPR** and data protection standards.

5. Data Security

We implement appropriate technical and organisational measures to protect personal data against unauthorised access, disclosure, alteration, or destruction.

6. Data Retention

We retain your personal information only as long as necessary:

- CVs and application data are kept for up to **2 years** for potential future opportunities
- Website analytics are retained for a period of **12 months**

After this period, data will be securely deleted.

7. Your Rights

You have the following rights under UK GDPR:

- Access and receive a copy of your personal data
- Request correction of inaccurate data
- Request deletion of your data (“right to be forgotten”)
- Object to processing or withdraw consent
- Request restriction of processing or data portability

To exercise these rights, contact us at **contact@recoviaholdings.co.uk**.

8. Cookies

Our website uses cookies to improve user experience and analyse site traffic. You can manage cookies via your browser settings.

9. Changes to This Privacy Policy

We may update this Privacy Policy from time to time. The **latest version** will always be available on our website.

10. Contact Us

For questions regarding this Privacy Policy or your personal data:

Recovia Ltd

Company number: 16956861

3rd Floor, 86-90 Paul Street, London, England, United Kingdom, EC2A 4NE

Email: contact@recoviaholdings.co.uk

Terms & Conditions

Effective Date: 21 March 2026

By using the Recovia website (www.recoviaholdings.co.uk) or submitting your CV, you agree to the following terms:

1. Website Use

- You may use our website for lawful purposes only.
 - You must not attempt to disrupt website functionality or access restricted areas.
 - We are not liable for any loss, damage, or interruptions arising from website use.
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2. Intellectual Property

- All content, logos, graphics, and materials on this website are **owned by Recovia Ltd** or used with permission.
 - You may not copy, distribute, or reproduce content without express written consent.
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3. CV Submissions

- By submitting your CV, you consent to Recovia Ltd **processing and storing your data** for recruitment purposes.
 - We may contact you about relevant job opportunities or updates.
 - Submissions are not a guarantee of employment.
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4. External Links

Our website may contain links to third-party websites. We are not responsible for the content, policies, or practices of these sites.

5. Limitation of Liability

- Recovia Ltd is not responsible for indirect, incidental, or consequential losses arising from the use of this website or our services.
 - We make reasonable efforts to provide accurate information but **do not guarantee completeness or accuracy**.
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6. Governing Law

These Terms & Conditions are governed by the laws of **England and Wales**. Any disputes will be subject to the exclusive jurisdiction of the courts in England.

7. Changes to Terms & Conditions

We may update these terms at any time. Continued use of the website constitutes acceptance of any changes.

8. Contact Us

For questions about these Terms & Conditions:

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