



Vulcan House, Restmor Way, Hackbridge, Surrey, SM6 7AH
Tel: 0208 544 4640 Fax: 0208 647 3444

Privacy Policy

Impress Recruitment Services Limited is committed to good practice, professionalism and integrity in our entire recruitment process. Our processes ensure the protection and the privacy of our clients and candidates and they ensure that all dealings with us are conducted in the strictest confidence, whether through this website, on the telephone or through any other business means utilised by us.

All candidates can rest assured that all their personal information that they submit is handled in the strictest of confidence. Furthermore candidates providing details via this site are assured that we only gather information necessary to aid the recruitment process and to understand the profile of our customers and web site users to monitor and improve our service. By registering your details on this site you consent to us collecting personal information for the purpose of disclosing this information to potential employers and clients in our recruitment process. All personal data such as name, address, email address, work history and education are gathered purely for this purpose and held on secure servers.

Under the Employment Agencies Act, Impress Recruitment Services Ltd is obliged to hold your data for 12 months after it was last used. After a period of non-activity we will contact you and ask you if you want to keep your details on our database. If you do not indicate that you wish your details to be retained we will archive your details.

All clients and potential clients should also note that all enquiries via this website is received and dealt with in the strictest confidence. We will not disclose any dealings with you or your company without prior consent.

All data collected by us is processed with due care and attention in line with the Data Protection Acts of 1998.