

Private and Confidential:

1. All information provided by the Applicant shall be kept strictly confidential and shall be used solely for the purpose of employment placement. We respect the confidentiality of Personal Data and privacy of individual and are committed to complying with the Personal Data Protection Act (PDPA).
2. "Personal Data" refers to any data or information about applicant from which applicant can be identified either (a) from that data; or (b) from that data and other information to which we have or are likely to have access. Examples of such Personal Data which applicant may provide us include (depending on the nature of applicant interaction with us):
 - Applicant name, NRIC number,
 - Passport number or other identification number,
 - Citizenship
 - Telephone number(s), Mailing address, Email address
 - Academic qualification
 - Employment history
 - Any other information relating to applicant which applicant have provided us in any form applicant may have submitted to us, or in other forms of interaction with applicant
3. We use applicant's personal data
 - To verify applicant identity
 - To assist in applicant search for appropriate employment opportunities,
 - To process applicant application including pre-recruitment checks,
 - To assist our clients and employers in assessing applicant's suitability for employment,
 - To assist us in our partnership in applicant's career planning,
 - To carry out whatever is reasonable in our provision of employment agency,
 - Any other usage which related to employment industry.
4. Disclosure of Data

Nala Employment will keep all Personal Data private & confidential. We may, however, with Applicant prior consent, disclose and/or transfer Personal Data to our subsidiaries, third parties for the purposes set out in our PURPOSE OF COLLECTION OF PERSONAL DATA paragraph

 - Our client (employers who are corporate clients),
 - Our strategic partners that work with Nala Employment to provide services,
 - Regulatory bodies, governmental bodies or other authorities,
 - Any party involved in or related to a legal proceeding,
 - Otherwise permitted under any data protection legislation.