

Coastal Carolina Community College Career Center

PRIVACY POLICY

Coastal Carolina Community College Career Services is committed to protecting the privacy of your personal information. The Coastal Career Center contracts with NACElink Network to provide students and the general public with job listings, the campus on-line job board and resume posting. Please refer to the NACElink Privacy Statement (http://www2.nacelink.com/nl_privacy_policy.php) for the details and a description of the NACElink.com site.

Candidate Information Use by the Career Center Coastal Carolina Community College

- NACElink is available to students, alumni and the general public interested in job search assistance, including viewing and applying for jobs, posting resumes, and obtaining information about Career Center events. The information in a candidate's profile is used by the Career Center for job-search advising, promoting programs and services, notifying candidates of employment opportunities, and referring qualified candidates to employers.
- Candidate information is not shared with third parties, such as employment agencies and search firms, unless the job is posted by a third party.
- Resumes will not be released to employers or prospective employers without student's permission.
- Employers do not have access to view information or resumes directly from the Career Center database.

Coastal's Career Center may use the information on NACElink to deliver information to individuals about upcoming events and job openings in their field of interest. In addition, candidate information entered into NACElink may be used for aggregate reports for evaluation of employment activities, educational programs, reports developed for institutional studies, and salary surveys.

NACElink cannot use or sell individual candidate data. Unlike commercial vendors, NACElink staff cannot look at individual candidate data.

The data of both candidates and employers is protected by NACElink's technical, administrative and physical security measures. All personally identifiable information is password protected.

DISCLAIMER

The Career Center at Coastal Carolina Community College lists job openings from employers as received, unless there is sufficient reason to question their legitimacy or legality. Coastal Carolina Community College is not responsible for safety, wages, working conditions, or social acceptability of positions listed with the Career Center, unless the College is the employer listing the jobs. It is the responsibility of individual

applicants who may have an interest in pursuing jobs listed with the Career Center to make their own decisions regarding the congruence of those with their personal, moral, and/or cultural values.

All NACElink participants should contact Coastal's Career Center at careerservices@coastalcarolina.edu or (910)938-6761 for any concerns about the use of information. Personal information can be corrected or changed by logging into the Career Center NACElink portal.