Privacy Policy

ALB Global Workforce Solutions LLC | Trading as ALB Global Recruitment and MeatStaff

Last updated: November 2026

Our commitment: ALB operates internationally and is committed to handling personal information responsibly, transparently and securely throughout the recruitment journey.

1. About This Policy

ALB Global Workforce Solutions LLC, trading as ALB Global Recruitment and MeatStaff ("ALB", "we", "us" or "our"), provides international recruitment and workforce solutions to employers and candidates across multiple countries. This Privacy Policy explains how we collect, use, share, retain and protect personal data.

We comply with applicable privacy and data protection laws where applicable, including the EU General Data Protection Regulation (EU GDPR), UK GDPR, UK Data Protection Act 2018 and Brazilian General Data Protection Law (LGPD, Law No. 13,709/2018). Applicability depends on the processing activity and relevant jurisdiction.

2. Data Controller & Contact Details

For the processing described in this Policy, the Data Controller is:

Controller	ALB Global Workforce Solutions LLC
Trading name	ALB Global Recruitment and MeatStaff
Privacy & correspondence address	7345 W Sand Lake Rd, Ste 210, Orlando, Florida 32819, United States
Email	info@albrecruitment.com
Website	www.albrecruitment.com

ALB operates primarily as a virtual international recruitment business. The address above is provided for privacy and correspondence purposes and does not represent a public-facing recruitment office. ALB Global Consulting & Recruitment Limited, the separate Irish entity, is in the process of closing. Where it still processes personal data, its role and responsibilities will be determined by the actual processing activity; this Policy does not by itself transfer its legal responsibilities or records to the US entity.

3. Personal Data We Collect

The information we collect depends on your relationship with ALB and the services being provided.

Candidates and workers

- Identity and contact details, country of residence and nationality;
- CV/resume, employment history, skills, experience, education, qualifications, licences, certifications and language abilities;
- References, interview notes, assessments, availability, salary expectations and preferred locations;
- Right-to-work and immigration information and, only when necessary, passport/ID, employment records (including Brazilian CTPS), employment permits, visas, driving licences and relocation documentation;
- Professional photographs, skills-demonstration videos, testimonials and related recordings where provided; police clearance/criminal-record certificates only when necessary and legally permitted; communications and records of applications, introductions or placements.

Employers, clients and business contacts

- Name, job title, company and business contact details;
- Vacancy, workforce, contractual, commercial and billing information;

- Communications, recruitment requirements and service records.

Website visitors

We may collect information submitted through forms, applications and enquiries, together with technical information such as IP address, device information, cookies and website usage data where applicable.

4. How We Obtain Personal Data

We may receive personal data directly from you when you apply, submit a CV, complete a form, contact us, take part in an interview, engage us as a client, or provide documentation for recruitment, work authorisation, immigration or relocation services.

We may also obtain professional information from legitimate third-party or public sources, including LinkedIn and other professional networks, job boards, recruitment platforms, public professional profiles, candidate databases, referrals, recruitment partners, previous employers and referees. Where required by applicable law, we will provide the relevant privacy information within the required timeframe.

5. Why We Process Personal Data

- Source, identify, assess and match candidates with employment opportunities;
- Present suitable candidates to employers and coordinate interviews, assessments, references and trade/skills checks;
- Provide international recruitment, employment permit, immigration, relocation and onboarding support where requested and lawful;
- Understand client workforce requirements and manage recruitment assignments and business relationships;
- Manage contracts, billing, administration, complaints, legal claims and business security;
- Comply with employment, immigration, tax, accounting, regulatory and other legal obligations;
- Provide relevant recruitment, vacancy or business communications where permitted; use images, voice, professional videos and testimonials for institutional or promotional marketing only where an appropriate separate authorisation or other lawful basis applies.

6. Legal Bases for Processing

The legal basis depends on the specific purpose and jurisdiction. Recruitment administration and candidate-requested services may involve pre-contractual steps; sourcing and matching may involve legitimate interests subject to balancing and applicable rights; statutory checks may involve legal obligations; optional promotional use of identifiable candidate media generally relies on separate consent. We assess the applicable LGPD legal basis independently where required.

- Contract or pre-contractual steps - where processing is necessary to provide recruitment services or take steps requested in connection with an employment or business opportunity.
- Legitimate interests - including candidate sourcing, recruitment, matching, client relationship management, service improvement and protection of our business, provided those interests do not override individual rights.
- Legal obligation - where processing is required by applicable employment, immigration, regulatory, accounting or other law.
- Consent - where consent is the appropriate lawful basis. Consent may be withdrawn at any time without affecting processing already carried out lawfully.

7. Sensitive, Special-Category & Background Data

Some recruitment or immigration processes may require limited health/disability information or criminal-record certificates. We collect these only when necessary, proportionate and legally permitted, normally at

the relevant later recruitment stage. Special-category data requires an applicable GDPR Article 9 condition where relevant; criminal-offence data requires compliance with GDPR Article 10 and applicable national law, not consent alone. Access and sharing are restricted, and documents are deleted when no longer required.

8. Sharing Personal Data

Where necessary and lawful, we may share relevant personal data with:

- Prospective and existing employers and authorised client representatives;
- Recruitment partners and service providers supporting screening, references, background checks or recruitment administration;
- Employment permit, immigration, legal, relocation, travel or accommodation providers where relevant;
- Government departments, immigration authorities, embassies, consular or regulatory authorities where required;
- IT, cloud, recruitment software, applicant-tracking, communications and security providers;
- Accountants, legal advisers, auditors and other professional advisers;
- Public or law-enforcement authorities where disclosure is required by law.

We share only information necessary for each purpose. Candidate profiles shared with employers may include CVs, experience, qualifications, certificates, skills and, where appropriate, professional photos or skills videos. Identity documents and criminal-record certificates are not routinely distributed to prospective employers and are shared only when necessary and lawful. Materials authorised for marketing are handled separately from recruitment documents.

9. International Data Transfers

International recruitment may involve transfers between Brazil, the United States, the EU/EEA, the United Kingdom and other countries where employers or service providers operate. Where required, transfers rely on a valid mechanism such as adequacy, EU Standard Contractual Clauses, UK-approved safeguards, Brazilian LGPD/ANPD-approved mechanisms or a legally available derogation. We assess the applicable transfer route and supplementary protections before transfers and provide information about relevant safeguards on request. Consent to recruitment alone does not replace mandatory transfer safeguards.

10. Data Retention

We retain personal data only for as long as necessary for the relevant purpose. Candidate records held in the talent pool are generally retained for up to 12 months after the most recent meaningful recruitment activity, unless the candidate requests earlier deletion or continued consideration, an active recruitment or placement process requires further processing, or applicable law requires or permits longer retention on a valid legal basis. This 12-month period is not a minimum retention period: passport copies, identity documents and criminal-record certificates are deleted earlier when no longer necessary, unless legally required to be retained. Images, videos and testimonials used for marketing with separate consent may be used for up to 24 months from authorisation, unless consent is withdrawn earlier. Placement, immigration, contractual, accounting and compliance records may be retained for applicable legal periods. We securely delete or anonymise data when the relevant retention period or purpose ends. Retention is subject to applicable EU GDPR, UK GDPR, Brazilian LGPD and other local legal requirements.

11. Data Security & Breaches

We use appropriate technical and organisational measures designed to protect personal data against unauthorised access, misuse, alteration, loss or disclosure. Access is limited to people and service providers with a legitimate need. Any suspected personal data breach will be assessed and managed in accordance with applicable law, including notification to the relevant authority or affected individuals where legally required.

12. Recruitment Technology & Automated Processing

ALB may use AI-assisted and other digital tools for candidate communications, collecting and structuring information, preparing CVs, identifying skills, matching profiles and recruitment administration. Relevant data may be processed by contracted technology providers under appropriate safeguards. Candidates should review AI-generated CV content for accuracy. We seek meaningful human involvement in consequential recruitment decisions; if solely automated decisions with legal or similarly significant effects are used, we will provide the information, rights and safeguards required by applicable law.

13. Your Privacy Rights

Depending on the law applicable to you, you may have rights to:

- Access your personal data;
- Correct inaccurate or incomplete data;
- Request deletion or restriction in applicable circumstances;
- Object to certain processing, including direct marketing;
- Receive eligible data in a portable format;
- Withdraw consent where processing is based on consent;
- Exercise applicable rights concerning automated decision-making.

These rights are subject to applicable legal conditions and exceptions. Where the LGPD applies, additional rights may include information about sharing, anonymisation or blocking of unnecessary or unlawfully processed data, and information on consent choices. To exercise a right, contact info@albrecruitment.com. We may verify identity and will respond within applicable statutory periods.

14. Marketing Communications

Where permitted, we may send information about recruitment services, vacancies or business opportunities, with an opt-out mechanism where required. Operational messages about active applications, permits and relocation are distinct from marketing. Separately, we may publish identifiable candidate or worker photographs, voice, videos, testimonials and success stories for promotional purposes only within the scope of an appropriate, optional authorisation. Refusal does not affect recruitment eligibility. We may edit, subtitle or translate authorised materials without materially misrepresenting their meaning. Withdrawal stops future consent-based use and we will take appropriate steps regarding content on channels we control; copies independently shared by third parties may not be fully recoverable. Passport, CTPS and background-check documents are never used for promotional content.

15. Cookies & Website Technologies

Our website may use cookies and similar technologies for essential functionality, preferences, analytics, performance and marketing where permitted. Where applicable law requires consent for non-essential cookies, those technologies should not be activated until appropriate consent has been obtained. Users should be able to accept, reject or manage non-essential cookie preferences. Additional information may be provided in our Cookie Policy.

16. Complaints

If you have a concern, contact info@albrecruitment.com. You may also complain to a competent data protection authority, including an EU/EEA supervisory authority, the UK Information Commissioner's Office (ICO), or Brazil's Autoridade Nacional de Proteção de Dados (ANPD), where the relevant law applies.

17. Changes to This Policy

We may update this Privacy Policy to reflect changes in our services, technology, international operations or applicable law. The current version and its latest update date will be published at www.albrecruitment.com.

18. Contact Us

For privacy questions, requests or concerns:

ALB Global Workforce Solutions LLC
Trading as ALB Global Recruitment and MeatStaff
Privacy & Correspondence Address: 7345 W Sand Lake Rd, Ste 210, Orlando, Florida 32819, United States
Email: info@albrecruitment.com
Website: www.albrecruitment.com
Telephone: +353 87 455 7356

We are committed to handling personal information responsibly, transparently and securely throughout every stage of the recruitment journey.