

Privacy and Terms of Use Statement for Employers

This Privacy and Terms of Use Statement governs the way Pure Michigan Talent Connect collects, holds, and uses data that you may submit. Please be sure to read this entire statement before using or submitting information. Pure Michigan Talent Connect takes reasonable precautions to protect the information of a user. When a user submits sensitive information via the website, the information is protected both on-line and off-line. Please also see the [Terms and Conditions](#) of this site for additional information. Any violations may result in restricted privileges or loss of account access.

Safeguards

Validation: All employers must create an account to use the system and must be validated by Talent Investment Agency Staff before they can post jobs or search for candidates. Information provided during account creation will be used in the validation process. Note that a valid Federal Employer Identification Number (FEIN) is required. If staff are unable to validate your account based on the data submitted, further information may be requested by email. The validation process cannot start until the account has been activated by the employer via email verification which is sent immediately upon account creation. Also note the initial validation process may take up to three business days. Additional time may be required if further information is required.

User ID and Password: An employer establishes a unique User ID and Password when creating an account. The email address will be the User ID. The User ID and Password are required for all future access to the system. For security purposes, the system will prompt users to change their password every 180 days. Accounts that show no activity within a two year period will be automatically deactivated. It is recommended that the account is registered under an email with the company domain.

Privacy: Employers will specify their application procedure preference to job seekers on their job postings. User contact information provided for account creation and validation purposes will not be released to job seekers. No employer information will be sold for any purpose.

Employer Responsibilities

Employers must agree to follow the below established criteria for use of the system when they create an account. Violations of these policies may result in the loss of access privileges and/or account deactivation.

1. **Equal Employment Opportunity:** Employers must adhere to all federal and state equal employment opportunity rules and regulations.
 - The Civil Rights Act of 1964 prohibits discrimination in hiring, promotion, discharge, pay, fringe benefits, and other aspects of employment, on the basis of race, color, religion, sex, or national origin.
 - The Age Discrimination In Employment Act of 1967 prohibits arbitrary age discrimination in employment against individuals 40 years of age or older by: 1) private employers having 20 or more employees and engaging in an industry affecting interstate commerce, or 2) any governmental entity. The Rehabilitation Act of 1973 prohibits

employers meeting certain standards from discriminating against qualified disabled applicants.

- The Civil Rights Act and the Wagner-Peyser Act require that the labor exchange system ensure that discriminatory job orders are not accepted. In addition, the Civil Rights Act of 1964 prohibits the labor exchange system from providing any service to an employer when there are reasonable grounds (i.e. documented evidence) to believe that the employer is engaged in discriminatory practices.
2. **Labor Disputes:** Neither you nor your agents may use the system to recruit replacement workers in a labor dispute, either through job postings or candidate searches. Individuals have been asked to report any violations of this policy.
 3. **Fees:** Neither you nor your agents may charge a fee to provide a job seeker with access to a job referral or as a condition of accepting a job. Individuals have been asked to report any violations of this policy.
 4. **Monetary Investments:** Neither you nor your agent may require a significant monetary investment by the job seeker in order to obtain employment. Usual and customary licensing fees or certifications are acceptable. Application fees, purchasing kits, work-from-home plans where costs are incurred, etc. are not acceptable. Individuals have been asked to report any violations of this policy.
 5. **Jobs Posted:** Jobs posted on this site must be for immediate job openings that are currently active in the organization's hiring process. It is recommended that clear language be included in the posting regarding when the position is expected to be filled. Job postings must be deactivated on the system by the employer in a timely manner once filled. Business opportunities are not considered immediate job openings. Individuals have been asked to report any violations of this policy.
 6. **Posting of Material:** Employers are prohibited from posting or transmitting any content that is obscene, scandalous, inflammatory, pornographic, profane, unlawful, threatening, libelous, defamatory, or otherwise inappropriate. The Talent Investment Agency, State of Michigan will cooperate fully with any law enforcement authorities or court order requesting or directing us to disclose the identity of anyone posting or transmitting any such information or materials.
 7. **Profile Information/Resume Use:** Neither you nor your agents may use profile information or resumes from this site (whether received through a candidate search or from a job seeker responding to your job posting) for any purpose other than to fill an immediate job opening. You may not resell account information found on this site, whether in whole or part. Account information is the property of the job seeker and such resale or reposting may violate their privacy rights. Individuals have been asked to report any violations of this policy.
 8. **Data Harvesting:** Neither you nor your agents may access (or attempt to access) any of the content of this site by any means other than through the interface that is provided by this site. You and your agents specifically agree not to access (or attempt to access) any of the content of this site through any automated means (including but not limited to the use of scripts, harvesters or web crawlers). You and your agents further agree not to copy or adapt the HTML or other code or software that this site uses to generate pages. Such materials are also covered by this site's copyrights and any other intellectual property rights. Any attempts to download materials through automated means shall be considered to infringe on this site's copyright and may result in denied access this site.

9. **Out-of-State Employers:** Out-of-state employers who are relocating or opening a new business in Michigan, or who have an existing business location in Michigan, may use Pure Michigan Talent Connect if they follow the standard registration process. These employers may search resumes and post jobs once their account has been validated. Out-of-state employers who are recruiting Michigan workers for a job in another state may not use Pure Michigan Talent Connect unless federally mandated or the job is in a contiguous labor market area. Contiguous labor market areas include locations within a 100-mile radius of the Michigan borders in Indiana, Ohio, Wisconsin, and Ontario, Canada.
10. **Third Party Agents:** Third party agents, such as attorneys, posting on behalf of an employer must:
 - Obtain the employer's consent to post job orders on the site prior to registering an account and provide proof of consent upon request;
 - Register the account using all of the employer's information including the employer's FEIN, mailing address, and hiring contact information. The email address used to create the account will receive all correspondence related to the account; and
 - Only post jobs for immediate job openings.
11. **Recruiting and Staffing Companies:** Recruiting and staffing companies may register for employer accounts on Pure Michigan Talent Connect. These employer types must exhibit use of the job posting functionality in the system for immediate job openings and not solely utilize the system to gather candidate information. These employer types will be closely monitored for system usage and job posting frequency, clarity, accuracy and quality.
12. **Probationary Companies:** Companies may be placed into a probationary status for any reason as determined by Talent Investment Agency staff. Among other reasons, companies who have violated Pure Michigan Talent Connect policies or frequently post positions that need to be monitored for compliance with terms of use may be placed in this status. Probationary companies will not have the ability to perform candidate searches. In addition, all jobs posted by probationary companies will also be individually approved by Talent Investment Agency staff.
13. **Fraudulent Activity:** Companies may be placed into probationary status or deactivated for any suspected fraudulent activity including, but not limited to, those listed on the [Pure Michigan Talent Connect Online Job Search Safety](#) page or identified within the terms of use of this site.
14. **Removal:** The Talent Investment Agency reserves the right to remove any job postings from the system if they contain inaccurate or inappropriate information or they violate any of the policies outlined above.

Modifications

The Talent Investment Agency reserves the right to modify or amend this Statement at any time. You are responsible for regularly reviewing this policy and all such changes. Continued use of the Pure Michigan Talent Connect website after any such changes have been posted shall constitute your agreement to such changes. This Statement can be accessed at any time from the My Account page once logged into your account.

Contact

If you have any questions about this Privacy and Terms of Use Statement, please submit them through the Pure Michigan Talent Connect [Contact Us](#) feature found on the top right menu on this website. If

you require additional assistance, call us toll free at 1-888-522-0103 Monday through Friday between 8:00 AM - 12:00 PM and 1:00 PM - 5:00 PM EST (closed Saturday and Sunday). You may write to us at:

Talent Investment Agency – Workforce Development
State of Michigan
ATTN: Pure Michigan Talent Connect
201 N. Washington Square, 3rd Floor
Lansing, MI 48913