

Privacy Policy

Williams Japan K.K. recognises that the lawful and correct treatment of personal information is of great importance. We are committed to respecting your privacy.

This Privacy Statement explains how Williams Japan K.K. collects, uses and discloses the personal information you voluntarily provide while using this Website.

By using this Website, you signify your consent to the collection, use and disclosure of your personal information in accordance with this Privacy Statement. If you do not agree with this Privacy Statement, then do not use this Website.

For job applicants, candidates and employees

Williams Japan K.K. processes your personal information in order to establish and maintain an employment or staffing or placement relationship with you, to assess your suitability for a position or job, to notify you of relevant opportunities, to arrange employment or assignments for you, to notify you of other services that we provide, and for the resolution and defence of legal claims and actions as well as the compliance with court orders and other statutory requirements.

Williams Japan K.K. may disclose your personal information to our clients and our affiliates, and where we are required to do so under court order or otherwise.

Personal information pertaining to you may be transferred to locations outside of Japan.

For clients, business partners and other third parties

Williams Japan K.K. processes personal information about those who work for the companies with whom we do business in order to establish and maintain a business relationship with the company, to inform company personnel about business opportunities, to perform our internal functions including finance and accounting, legal, management etc, and for the resolution and defence of legal claims and actions as well as the compliance with court orders and other statutory requirements.

Williams Japan K.K. may disclose such personal information to our affiliates, job candidates, other business partners, service vendors, and where we are required to do so under court order or otherwise.

Personal information may be transferred to locations outside of Japan.

Under the Act on the Protection of Personal Information of Japan, you have a right to request access to, and to request correction of your personal data. Williams Japan K.K. reserves the right to charge a reasonable fee for the processing of any data access request. Please address your request to the Contract Administration Manager at Shibuya Hikarie 33/F, 2-21-1 Shibuya, Shibuya-ku, Tokyo, Japan.

Williams Japan K.K. works to keep our servers, applications and databases secure and free from unauthorised access and use, by using physical, administrative and technological means to protect the information we maintain. Unfortunately no one can guarantee 100% security. If you have any particular concerns about any personal information, please do not transmit that information over the internet.

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