Visiting a web page <https://itdesk.pro> (hereinafter referred to as the Website), you automatically agree to the Terms of Use.

The Terms of Use may be changed from time to time and supplemented by the administration of the Website.

**1. Terminology**

1.1. **Website**-page https://itdesk.pro on the Internet, as well as a set of pages derived from it.

1.2. **Organization** – a legal entity or individual entrepreneur, information about which is posted on the Website.

1.3. **User** – any person who logs in to the Website or otherwise uses it.

1.4. **Registration** – a set of actions performed to obtain the User's login and password, which allows you to post and edit information about an individual or organization, as well as use the Website in other ways that do not violate these Rules and current legislation.

1.5. **Account** – a combination of a username and password that allows you to identify the User.

1.6. **Information** – a set of information about an individual or organization posted on the Website.

1.7. **Copyright holder** – a person who has exclusive rights to the results of intellectual activity, including the design of the Website, the database that ensures its operation, as well as other intellectual property objects created for the content and visualization of the Website.

2. **Basic provisions**

2.1. The Website is an aggregator of information from publicly available sources about Organizations, and also provides an opportunity for interested Users and Organizations to post up-to-date information about themselves.

2.2. The information posted on the Website contains:

2.2.1 About Organizations:

* Details of organizations
* Business phone numbers of organizations
* Business email addresses of organizations
* Working hours of organizations
* Links to organizations ' websites
* Information about vacancies of organizations
* Other information about organizations from open sources, or obtained directly with the consent of the Organization

2.2.2. About individuals:

* Last name, first name, patronymic
* Work experience and previous positions held
* Education
* Contact phone number
* Email addresses
* Skills and abilities
* Other information posted by the User

2.3. The Website is filled with Information automatically from publicly available sources, as well as by posting it by Users.

3. **Restriction of use**

3.1. The information posted on the Website is provided for informational purposes only and is intended for personal use.

3.2. Any authorized use of the Website does not include the use of the website and the Information for any illegal purposes.

3.3. Any other use of the Information is prohibited, including: republication, distribution, translation, modification, deletion, transmission through channels for public information, public performance, responsible storage, rewriting, mailing, reproduction, re-distribution or any reproduction without the prior written permission of the administration of the Website.

3.4. It is prohibited to damage, hinder or in any other way violate the rights of third parties through the use of the Website and Information, to post information that discredits the reputation or causes material or moral damage to any individual or legal entity.

3.5. It is prohibited to use the Information from the Website to third parties for marketing purposes, commercial mailing by fax, mail, e-mail or through commercial agents/representatives or electronic intermediaries, except for Organizations whose information is posted on the Website.

3.6. The Website Administration reserves the right to restrict or prohibit the User's access to the Website for improper use of the posted Information. The term of restriction or prohibition of access is established in proportion to the violation committed, up to a permanent ban on access.

4. **Registration**

4.1. In order to identify Users on the Website, the following types of Registration are provided:

4.1.1. for individuals;

4.1.2. for organizations.

4.2 To register in the Website system, Users must provide a valid email address( login), generate a password to access their personal account, and fill in all the required fields marked with a " \* " in the registration form.

4.3. Upon completion of registration, Users are granted the following rights:

4.3.1. Users-individuals:

4.3.1.1. Publish resumes, leave reviews about organizations, leave comments on reviews, make changes to personal information specified during registration, use the functionality of the Website for any other purposes that do not contradict these Terms of Use, the law, the principles of reasonableness and fairness.

4.3.1.2 For individual Users, the possibility of posting information on the Website is limited to the publication of reviews and comments on reviews, up to the moment when the information specified in clause 1.2.2. of the Terms of Use is entered into the personal account.

4.3.2. Users-organizations:

4.3.2.1. Post information, including, but not limited to, details, contact details, areas of activity, vacancies; post comments to reviews; use the functionality of the Website for any other purposes that do not contradict these Terms of Use, the law, the principles of reasonableness and fairness.

4.4. Users are required to provide real contact details and reliable information about themselves.

4.5. The Administration of the Website reserves the right to verify the accuracy of the posted information and to change or delete it if it is found to be inconsistent with reality.

**5. Interaction with users**

5.1. In order to interact with Users, the Website administration provides an opportunity to form an appeal regarding the activities of the Website or the Information posted on it, through the feedback form.

5.2. For the formation of appeal, you must complete the appropriate form in the section of the Web site "https://itdesk.pro" including all the mandatory fields marked with "\*".

5.3. According to the results of consideration of the application, the administration of the website takes the necessary action in case of error message on the site and in the case of posting on the website information that directly prohibited by the current legislation of the Russian Federation for placement.

5.4. If additional information is required for consideration of the request, the Website administration sends a clarification to the User who created the request at the email address specified during its formation.

5.5. In all other cases, the administration of the Website reserves the right to leave the request unanswered, if its subject does not relate to the activities of the Website or is outside the competence of the administration.

**6. Responsibility**

6.1. The Website and all its functionality are provided "as is". The Website and its administration refuse to guarantee that the Website, its content and functionality meet or do not meet certain goals and objectives, as well as to guarantee the functionality of the Website on individual user configurations of software and hardware.

6.2. The Website is not responsible for:

* the accuracy of the published information;
* the content of third-party sites linked to the Website, including the consequences of downloading files from such sites;
* placement by Users of protected means of individualization, other intellectual property objects belonging to third parties;
* direct and/or indirect and/or actual and/or incidental and / or punitive damages;
* loss of information, loss of income or profit;
* any damage or damage of a property nature; any claims of third parties in connection with the use of the materials;
* posting by Users of information that constitutes a trade secret or confidential information;
* posting information by Users that harms the honor, discredits or detracts from the business reputation of third parties;
* other consequences of misuse of Information that have caused direct or indirect damage to Users or third parties.

6.3. The Administration undertakes to check motivated reports about the facts of posting information that does not comply with the legislation of the Russian Federation on the Website and to eliminate the identified violations.

6.4. The responsibility of the Website or the persons authorized to ensure its activities occurs only upon the fact of violation of the legislation of the Russian Federation, established in due course in the framework of legal proceedings and enshrined in a court decision.

6.5. Users of the Website are responsible for all the information they post in accordance with the legislation of the Russian Federation.

**7. Intellectual property**

7.1. The unique design of the Website, its individual structural elements, including the color scheme, the arrangement of the elements and their totality, the database that ensures the operability of the Website are intellectual property, the exclusive rights to which belong to the Copyright Holder.

7.2. Users are prohibited from using the intellectual property of the Copyright Holder without prior consent by any means, including, but not limited to, reproduction, distribution, translation or other processing.