

Surecomp EU Candidate Privacy Notice

Overview

This candidate privacy notice (“Privacy Notice”) indicates the types and purposes of personal data Surecomp collects and processes regarding job applicants (hereinafter – “candidates”). In this Privacy Notice the term “Surecomp”, refers to Surecomp and its affiliates.

Data controller

The Data controller is the entity that determines the purposes and means of personal data processing.

When a candidate applies for a job or position at Surecomp, the Surecomp affiliate in the relevant country is the controller of the candidate’s personal data. In particular, when applying for a job at a Surecomp affiliate in the European Union, the following entities are the data controllers:

- When applying for a position in Germany: Surecomp Dos GmbH, Saseler Bogen 2, 22393 Hamburg, Germany;
- When applying for a position in the UK – Surecomp, ViewPoint, Basing View, Basingstoke, Hampshire, RG21 4RG, United Kingdom;
- When applying for a position in the Netherlands – Surecomp Software BV, Wielewaalweg 1, 4791 PD Klundert, The Netherlands.

Candidates may address any questions regarding collection and processing of their personal data to Surecomp’s HR department: HRteam@surecomp.com

Purpose of Processing

Candidates’ personal data is processed by Surecomp for the purpose of management of the application process, including determination of employment eligibility, qualifications for a particular job or task and personal reference verification. When needed, personal data processing may include justified activities to comply with visa or work permit administrative requirements.

If a candidate's application for a specific position is rejected, based on candidate's consent, data may be retained for the purpose of potential future recruitment of that candidate.

Categories of data

Surecomp collects and process personal data of the candidates to the extent justified by the purposes indicated above. In particular, Surecomp may process the following categories of data regarding candidates:

- **Identity data:** *full name, date and place of birth, address of residence, citizenship, identification documents including driving license, identification numbers including SSN number and/or passport number, LinkedIn/other social network profiles.*
- **Contact details:** *telephone number, e-mail address (business or private).*
- **Employment related data:** *CV, current and historical employment information including function and/or position, career progression, amount of remuneration granted and/or requested, information regarding unemployment periods, level of education, details of academic institutes, degree (title - scientific and professional), grades upon graduation, diplomas, year of graduation, specialization, completed post-graduate studies, completed courses and trainings, professional certificates, additional qualifications, skills, foreign languages, computer skills, summary of interviews at Surecomp.*

Recipients of data

Candidates' personal data may be disclosed for recruitment purposes to Surecomp Development Ltd., a company incorporated under the laws of Israel with the registered seat in 9 Atir Yeda Street, Kfar Saba 44643, Israel. Israel is regarded as a country with adequate level of protection of personal data, as established by the decision of the European Commission¹.

Period of storage

Candidates' personal data is stored for three years from the end of the recruitment process, unless local national law stipulates different requirements, for example shorter maximum period of data retention. This period of storage is justified by legitimate interests of Surecomp, in particular: (a) to protect against claims related to the recruitment process and (b) to use these personal data for future recruitment.

Rights

Candidates whose data is processed by Surecomp have the right to access their personal data and obtain information about the scope and purpose for which the data is collected and processed. Candidates have the right to verify and rectify their personal data if and when the data is incorrect or circumstances have changed.

In case of any irregularities, data subjects have the right to lodge a complaint with a supervisory authority.

¹ Commission Decision number 2011/61/EU of 31 January 2011 pursuant to Directive 95/46/EC of the European Parliament and of the Council on the adequate protection of personal data by the State of Israel with regard to automated processing of personal data.