

Please read this agreement carefully to understand the basis upon which we collect, use and store your personal data and to whom it is disclosed. By accessing or using our service, you agree to be bound by the terms and conditions below. Clon Recruit Ltd may modify this agreement at any time, and such modifications shall be effective immediately upon posting of the modified agreement.

Introduction

This privacy policy sets out the foundation on which all personal data that Clon Recruit Ltd collects from you, or that you provide to us via our website, will be processed by us.

Clon Recruit Ltd. fully respects your rights to privacy and are committed to strict adherence to GDPR as well as the provisions of the Data Protection Act 2018.

The law in relation to data protection has changed since 25th May 2018.

The purpose of this document is to set out the privacy entitlements of Data Subjects, as defined in the General Data Protection Regulation (GDPR) of living persons. Privacy can only apply to information that is not already in the public domain and GDPR only applies to such personal data.

GDPR is a European Union Regulation that sets out the data entitlements of data subjects and the obligations of those who process the personal data of data subjects. GDPR seeks to protect and enhance the rights of data subjects. These rights cover the safeguarding of personal data, protection against the unlawful processing of personal data and the unrestricted movement of personal data within the EU.

Personal Data

Clon Recruit Ltd collects data from you and uses that data to place you in employment with third party organisations. When you register with us as a candidate you are agreeing to Clon Recruit Ltd acting as an agent for you in your pursuit of employment with a third party until you opt out (which you can do at any time) or we no longer represent you to third parties.

We will only collect the data that we need so that we can ensure we provide adequate information to the employer consistent with the opportunity relevant to you.

The personal data we collect is:

- Name, email address, contact address, telephone numbers etc.
- Job Title
- Demographic data such as postcodes and preferred location
- Curriculum Vitae and Employment history

This data is only collected when you voluntarily submit it to us.

Your Rights

- You have the right to know what personal data is being collected , our identify, and your data protection rights as per this privacy policy
- You have the right to request and obtain access to your personal data
- You have the right to have inaccuracies corrected by the controller of your data (Clon Recruit Ltd)
- You have the 'right to be forgotten' i.e. have your data erased.
- You have the right to object to direct marketing processing of your personal data (which will only occur in the first instance with your consent).

Disclosure

As part of our contractual agreements with our clients we share your personal data with clients against specific job opportunities where you have given consent for us to do so. We may also share your details with other consultants within Clon Recruit Ltd.

We may contact you from time to time about events that we believe may be of interest to you as a candidate seeking new employment.

From time to time we may contact you for market research purposes. We may contact you via email, social media sites such as LinkedIn or Twitter or by phone.

We do not broker or pass on information gained from our engagement with you. However, we may disclose your Personal Information to meet legal obligations, regulations or valid governmental requests. The agency may also enforce its Terms and Conditions, including investigating potential violations of its Terms and Conditions, to detect, prevent or mitigate fraud or security or technical issues; or to protect against imminent harm to the rights, property or safety of our company, its clients and/or to the wider community.

If you do not accept that we process your data in the manner detailed in this policy, please do not submit any data to us.

Retention Policy

We will process personal data during the duration of any contract and will continue to store only the personal data needed for periods after the contract has expired to meet any legal obligations.

If you have any queries you can contact rebecca.walsh@clonrecruit.com