



APPLICANT FOR EMPLOYMENT

Patrick Parsons (PPCP Limited) is committed to protecting and respecting your privacy.

This notice and any other documents referred to in it, sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

For the purpose of data protection legislation, including the UK Data Protection Act 2018, the General Data Protection Regulation (GDPR), the UK Privacy and Electronic Communications Regulations 2003 (PECR), and other applicable legislation, PPCP Limited, including all subsidiaries, is a controller and our contact details are:

PPCP Limited
40 St. Paul's Square
Birmingham
B3 1FQ

Any queries relating to Data Protection can be sent to:

Email: gdpr-info@patrickparsons.co.uk or our Data Protection Officer can be contacted at dpo@theprivacyworx.com

As potential employee of PPCP, we hold the following information about you:

- Contact details
- Name
- CV
- Date of Birth
- Qualifications
- References
- Salary Expectations
- Any free text personal data that you may provide in your application.
- Interview Notes

This data may come directly from you or from a recruitment agency. We hold and process this data for the negotiation of a potential contract of employment with you.

If we are unable to process this data, we would not be able to process your application.

Should you be unsuccessful we will retain this data for up to 2 years so that we may contact you regarding any future opportunities, unless you request that we delete the data beforehand.

At the conclusion of all relevant retention periods, physical documents containing your personal data will be shredded, and all personal data held electronically will be deleted.

You have the qualified right to request: Access to and Porting of your data; Rectification or Erasure of the data; Restriction of processing or to Object to the processing.

You also have a right to lodge a complaint with a Supervisory Authority, for example the Information Commissioner's Office.

Our Data Protection Officer can be contacted at dpo@theprivacyworx.com