



CareersinAudit.com Ltd Company Communications GDPR Policy Statement

24th May 2018

At CareersinAudit.com we will always show transparency and fairness in the collection and use of data, and to let individuals know for what purpose their data will be used.

We will;

1. Make it clear to individuals who register for our job boards, email alerts, newsletter or marketing subscriptions, for what purpose the information is held and that they can unsubscribe at any point.
2. Where people wish to unsubscribe, we may ask specific information about which names and websites they want to unsubscribe from.
3. We will only hold data for a given period. If candidates have not updated their information or applied for jobs through any of our sites, their information will be deleted after a maximum of 3 years. For clients, suppliers and staff, if we have had no contact for a maximum of 7 years, their information will be deleted from our systems.
4. Information held is confidential and will be used only for the purpose it is intended and for which permission has been granted (i.e. no selling of data to third parties unless permission has been granted).
5. We will be able to show where we obtained our data from and on which date it was obtained.
6. All registration forms will clearly explain that due to the GDPR rules, we need consent that our candidates are happy to be contacted directly about relevant job opportunities and/or with messages from our advertisers; and clients are happy to be contacted with advertising opportunities, to be sent marketing information and/or price lists, or to be contacted by email, post or phone. Individuals who register with us will be told that they can withdraw consent at any time.
7. Individuals will at any time have the right to request information about their data being held and processed, and CareersinAudit.com will respond to such a request within 28 days.
8. All staff are trained to understand their obligations as set out by the GDPR.

This policy is under regular review and may be adapted pending legislative changes.

Please read the full group Privacy Policy [here](#).

The CareersinAudit.com Data Compliance Team

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