

We Are Social Ltd and We Are Very Social Ltd are the joint "controllers" of personal data which is collected from you when you apply for a role at We Are Very Social Ltd or We Are Social Ltd.

We Are Social Ltd and We Are Very Social Ltd may be referred to herein as "We Are Social", "we", "us" or "our". Our corporate information is as follows:

Registered company numbers: We Are Social Ltd (06629464). We Are Very Social Ltd (07182380)

Registered address: Alphabeta, 14-18 Finsbury Square, London, EC2A 1BR.

Privacy is very important to us and therefore we have created this privacy notice to tell you what personal data we collect from you when you apply for a role with us, including how we use your data, how we share it with others and how you can manage it. If you have any questions whatsoever about this privacy notice, then we would be glad to answer them; our contact information is set out below:

Post - The Data Protection Officer, We Are Social Ltd and We Are Very Social Ltd, Alphabeta, 14-18 Finsbury Square, London, EC2A 1BR

Email - [dpo@wearesocial.net](mailto:dpo@wearesocial.net)

Tel - +44 20 3195 1700

Please read this privacy notice before you apply for a role with us, as it will apply to your application.

This version of our privacy notice is live from 26 August 2021.

### **What is "personal data"?**

Under the GDPR "personal data" is defined as:

*"any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person".*

As a result, "personal data" includes, amongst many other things, your name, address, phone number, email address and any other information that could be used to identify you, either by itself, or together with other information.

### **What personal data of mine will We Are Social collect when I apply for a role?**

When you apply for a job with us we collect the data that you input or include as part of your application.

## **Why does We Are Social collect and use my personal data?**

We use your personal data for the purposes of considering you for a role with us, which may be the specific role that you have applied for, or a role that may arise in the future that we feel you may be suitable for during the period in which we retain your personal data.

All of this is based on your consent. In any event, you will always have the option of withdrawing your consent at any time. In order to do so, please contact us by post, email or telephone, as set out above.

## **Who do you share my personal data with?**

We would never share your personal data with third parties for their own marketing or business purposes without your consent, without it being required as part of a contractual obligation between us or without us being subject to a legal obligation to do so, however we use third party service providers in the course of our business for, amongst other things, web hosting, web security, web analytics, data storage, data back-up services, recruitment services and email services. We take steps to ensure that any third parties service providers who handle your personal data comply with relevant data protection laws and protect your personal data and in any event, these third parties are limited in their ability to use your personal data for reasons other than providing services to us. Due to the nature of these services providers, which often operate in the 'cloud', your personal data may be used or stored outside of the EU. Whenever we transfer your personal data outside of the EU, it will only ever be to a country that has been deemed by the European Commission to provide an adequate level of data protection or, otherwise, using standard data protection clauses. Should you have any queries in relation to international transfers, please contact us by post, email or telephone, as set out above and we would be glad to confirm whether a transfer has been made on the basis of a European Commission decision or standard data protection clauses and, in the latter case, provide a copy of such clauses.

## **How long will you keep my personal data for?**

We will keep your personal data for no more than two (2) years after you provide it to us - however, as above, you may withdraw your consent at any time. Please note that should you withdraw your consent, we will not be able to consider you for a role with us until such time as you make a further application.

## **How can I manage my personal data?**

At any point while we are in possession of or using your personal data, you have the following rights:

- Right of access – you have the right to request a copy of personal data that we hold about you;
- Right of rectification – you have a right to correct the personal data that we hold about you that is inaccurate or incomplete;
- Right to be forgotten – in certain circumstances, you can ask for the personal data that we hold about you to be erased from our records;

- Right to restriction of processing – in certain circumstances, you have a right to restrict our use of your personal data;
- Right of portability – in certain circumstances, you have the right to have the personal data we hold about you transferred to another organisation;
- Right to object – you have the right to object to certain ways that we use your personal data, such as direct marketing; and
- Right to object to automated processing, including profiling – you have the right not to be subject to a decision based solely on automated processing, including profiling.
- Reasonable identification will be required from you if you exercise any of your rights above. In order to exercise any of your rights, please contact us by post, email or telephone, as set out above.

Please note that you have the right to lodge a complaint at any time about us and the manner in which we collect and use your personal data with any supervisory authority of the EU member state in which (a) you work, (b) you live or (c) an alleged infringement has taken place. The supervisory authority in the UK is the Information Commissioner's Office, the contact details of which are set out below:

Post: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Telephone: 0303 123 1113

Email: [casework@ico.org.uk](mailto:casework@ico.org.uk)