



JOBSTORE UK

Digital Agency, Traditional Values

Privacy Policy for Customers

This privacy policy has been prepared with one aim: to provide you with the reasons why and the conditions under which Jobstore UK (hereinafter "Jobstore UK") collects and processes your personal data and in particular those of your employees, in accordance with personal data protection legislation.

Looking for information about the cookies we use? Please read our [Privacy Policy on cookies](#).

1. The data controller for your personal data

The entity which decides on and organises the processing of your personal data conducted on the Jobstore UK websites and/or apps (the "Data Controller") is Go Job U.K LTD(Company number: 13978126) whose registered office is at 85 Great Portland Street, London W1W 7LT ("Jobstore UK") and it can be reached using the contact e-mail address: [dpo@jobstoreuk.com].

For the purposes of our relationship, Jobstore UK will be responsible for all processing conducted in-house in order to:

- send you our communications
- send you information about Jobstore UK's products and services
- respond to your requests via our website or any other communication channel.

However, we will be jointly responsible with you in relation to the personal data shared with you under the contract that concludes together.

With regard to the specific processing of the personal data of the temporary workers who use our platform ("Jobstore UK Workers"), please refer to our dedicated Privacy Policy.

Jobstore UK is present on social networks and has pages on Facebook, Twitter, Instagram and LinkedIn. For further information on the processing operations carried out in connection with this, please read the privacy policies that apply to these social networks.



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2. Categories of personal data processed

2.1 Categories of personal data commonly processed

By personal data, we mean any information relating directly or indirectly to an identified or identifiable natural person. Such data, which also encompass the professional data of natural persons, may include:

- identification data:
- when using the website: IP address, login date and times, cookies, any correspondance you may have had with Jobstore UK
- in your relations with Jobstore UK: first name(s) and last name, professional postal, electronic and telephone contact details (company, position, etc.)...
- and any other personal data required by law or current regulations.

2.2 Sources of personal data processed by Jobstore UK or on its behalf

Jobstore UK collects your data using one or more of the following methods:

- directly from you
- from Jobstore UK partners
- from publically available professional sources (Linkedin, in particular)
- from certain third parties providing services to Jobstore UK.

In each case, you will be informed of what happens to your personal data

Furthermore, the personal data we require to fulfil the purposes below shall be marked with an asterisk (*) at every stage and in all of our forms.

3. Purposes for processing personal data and legal bases

Personal data is collected solely for legitimate and relevant business purposes and every reasonably necessary measure is taken to ensure that the personal data processed by Jobstore UK is protected, accurate and up-to-date. Your data may be processed by Jobstore UK for the following purposes:



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3.1 Managing Jobstore UK's information systems available to our customers (websites, apps, etc.)

When you visit our websites and/or apps and when you use the features we offer on these websites and/or apps, we measure your logins and behaviour on our platforms (login and location data, pseudonyms, etc.), particularly for the purposes of ensuring our information systems (websites, apps, etc.) are secure and improving knowledge of our customers and understanding of the quality of your experience on these systems.

The legal basis for processing personal data for the purposes referred to in paragraph 3.1 is our legitimate interest in ensuring the information systems (websites, apps, etc.) are secure and managed properly.

3.2 Managing contact requests on the Jobstore UK sites

The personal data you enter on our on-line contact forms will be processed for the following purposes:

- to contact you
- to analyse your requirements
- to make you a business proposal, as the case may be.

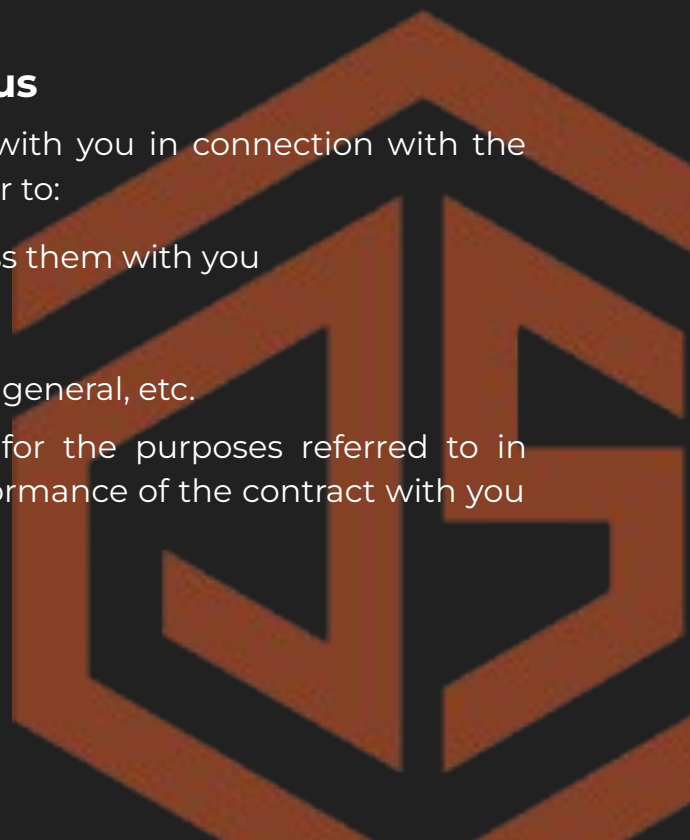
The legal basis for processing personal data for the purposes referred to in paragraph 3.2 is that it is necessary to take these pre-contractual steps in order to enter into a contract with you.

3.3 Managing the contract between us

We use your contact details to communicate with you in connection with the performance of the contract between us in order to:

- understand your requirements and discuss them with you
- recommend candidates
- deal with invoicing,
- accounting and financial management in general, etc.

The legal basis for processing personal data for the purposes referred to in paragraph 3.3 is that it is necessary for the performance of the contract with you or your employer.





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3.4 Managing communications and marketing

Jobstore UK may use your contact details for marketing and/or sales prospecting purposes in order to:

- send you our communications
- send you information on Jobstore UK's products and services by e-mail, telephone or your business postal address.

You can unsubscribe from these communications at any time through a mechanism provided for that purpose.

The legal basis for processing personal data for the purposes referred to in paragraph 3.4 above is our legitimate interest in using such data for prospecting purposes for the products and services we offer. However, we will always obtain your consent to direct marketing communications where we are required to do so by law.

3.5 Managing in-house enquiries, audits and proceedings

Jobstore UK may also process your personal data for the purposes of:

- managing inquiries and/or in-house audits and/or external audits and actions to demonstrate or improve Jobstore UK's compliance with its sector, partner and customer requirements
- carrying out activities related to the establishment or defence of the rights and interests of Jobstore UK and/or its customers, particularly for the purposes of obtaining legal advice in connection with ongoing or potential legal proceedings involving Jobstore UK or one of its customers.

The legal basis for processing personal data for the purposes referred to in paragraph 3.5 above is Jobstore UK's legitimate interest in protecting itself and its customers from a legal risk, notably due to an unreported non-compliance with contractual or legal obligations.





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3.6 Managing compliance

Jobstore UK may also process your personal data for the purposes of:

- establishing or maintaining compliance with the applicable law and regulations, particularly regarding employment, fiscal and accounting matters
- cooperating in the context of or in readiness for proceedings, requests and enquiries by or from governmental, administrative, judicial or regulatory authorities involving Jobstore UK and responding to any questions or requests from these authorities directed at Jobstore UK.

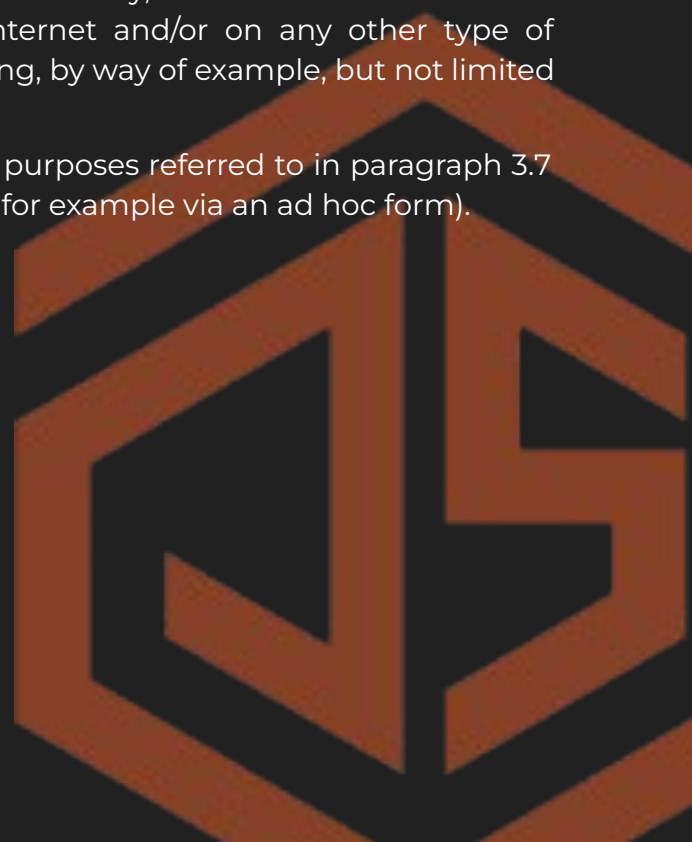
The legal basis for processing personal data for the purposes referred to in paragraph 3.6 above is Jobstore UK's compliance with the legal and/or regulatory obligations to which Jobstore UK is subject.

3.7 Activities for promoting Jobstore UK's image and services

Subject to your specific consent, your personal data, and in particular your image, may be the subject of videos, photos, prints or publications and disseminated on the Internet and on the Jobstore UK platforms, or may be used by Jobstore UK for in-house or external use, for the following purposes:

- for purposes of dissemination, communication, promotion and public relations
- for purposes of dissemination to Jobstore UK customers, users and suppliers, for example in communications, newsletters, brochures, catalogues and other presentations
- for Jobstore UK events organised in-house or externally, or even abroad
- for reproduction and publication on the Internet and/or on any other type of electronic or non-electronic medium (including, by way of example, but not limited to, printing and brochures).

The legal basis for processing personal data for the purposes referred to in paragraph 3.7 above shall be your specific prior consent (obtained for example via an ad hoc form).





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4. Personal data recipients

To process personal data for the purposes described above, such data may be communicated to the following people, but limited to the data necessary for them to perform their tasks and role:

- our subcontractors in connection with services performed on our behalf (for example, marketing agencies, hosting providers)
- analytics and search engine providers that assist us in the improvement and optimisation of our website;
- our group companies where it is in our legitimate interests to do so for internal administrative purposes (for example, for corporate strategy, compliance, auditing and monitoring, research and development and quality assurance);

We will also disclose your personal information to third parties:

- where it is in our legitimate interests to do so to run, grow and develop our business;
- if we sell or buy any business or assets, we may disclose your personal information to the prospective seller or buyer of such business or assets;
- if substantially all of our or any of our affiliates' assets are acquired by a third party, in which case personal information held by us will be one of the transferred assets;
- if we are under a duty to disclose or share your personal information in order to comply with any legal obligation, any lawful request from government or law enforcement officials and as may be required to meet national security or law enforcement requirements or prevent illegal activity;
- in order to enforce or apply our terms of use, our terms and conditions for customers or any other agreement or to respond to any claims, to protect our rights or the rights of a third party, to protect the safety of any person or to prevent any illegal activity; or
- to protect the rights, property, or safety of Jobstore UK, our staff, our customers or other persons. This may include exchanging personal information with other organisations for the purposes of fraud protection [and credit risk reduction].



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5. Retention period for your personal data

Your personal data are only retained for the length of time strictly necessary for the purposes being pursued.

Generally speaking, Jobstore UK shall retain:

your personal data for 3 years from your most recent contact with us; and personal data related to the performance of the contract, for the term of each corresponding contract in the so-called 'active' database and for the legal limitation period in a so-called 'intermediate' archive, that is accessible to a very limited number of people within Jobstore UK, and for the defence of Jobstore UK's interests, to meet the requirements of the law, a regulation or a court order, or to cooperate in the context of an enquiry or legal proceedings

As regards cookies, please refer to our [Cookies Policy](#).

6. Transferring personal data outside the European Union

Jobstore UK uses some sub-processors located outside the European Union (Linkedin, Hubspot, etc.).

Most of these sub-processors process your data in the United States.

- If we provide any personal information about you to any such non-UK and non-EEA members of our group or suppliers, we will take appropriate measures to ensure that the recipient protects your personal information adequately in accordance with this privacy policy. These measures may include the following:
- ensuring that there is an adequacy decision by the UK Government in the case of transfers out of the UK, or by the European Commission in the case of transfers out of the EEA, which means that the recipient country is deemed to provide adequate protection for such personal data;
- where we have in place standard model contractual arrangements with the recipient which have been approved by the European Commission (or the UK Government for transfers out of the UK in due course). These model contractual clauses include certain safeguards to protect the personal data;

Further details on the steps we take to protect your personal information, in these cases is available from us on request by contacting us by email at dpo@JobstoreUK.com at any time..



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7. Exercising your rights

You have certain rights in relation to your personal information. If you would like further information in relation to these or would like to exercise any of them, please contact us via email at dpo@JobstoreUK.com. at any time. You have the following rights:

Right of access.You have a right of access to any personal information we hold about you.You can ask us for a copy of your personal information; confirmation as to whether your personal information is being used by us; details about how and why it is being used; and details of the safeguards which are in place if we transfer your information outside of the [United Kingdom or the European Economic Area ("EEA")].

Right to update your information.You have a right to request an update to any of your personal information which is out of date or incorrect.

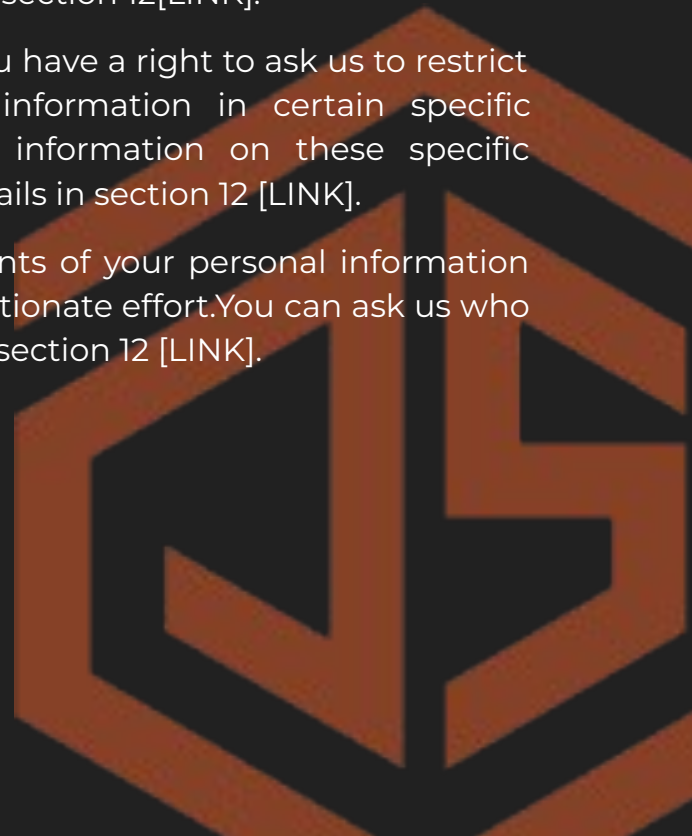
Right to delete your information.You have a right to ask us to delete any personal information which we are holding about you in certain specific circumstances.You can ask us for further information on these specific circumstances by contacting us using the details in section 12 [LINK].

We will pass your request onto other recipients of your personal information unless that is impossible or involves disproportionate effort.You can ask us who the recipients are, using the contact details in section 12[LINK].

Right to restrict use of your information: You have a right to ask us to restrict the way that we process your personal information in certain specific circumstances.You can ask us for further information on these specific circumstances by contacting us using the details in section 12 [LINK].

We will pass your request onto other recipients of your personal information unless that is impossible or involves disproportionate effort.You can ask us who the recipients are using the contact details in section 12 [LINK].

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Right to stop marketing: You have a right to ask us to stop using your personal information for direct marketing purposes. If you exercise this right, we will stop using your personal information for this purpose.

Right to data portability: You have a right to ask us to provide your personal information to a third party provider of services.

This right only applies where we use your personal information on the basis of your consent or performance of a contract; and where our use of your information is carried out by automated means.

If an exception applies, we will tell you this when responding to your request. We may request you provide us with information necessary to confirm your identity before responding to any request you make.

8. Contact for exercising rights and for any questions about this information notice

To exercise your rights and/or receive any type of information regarding the information herein, please contact the Jobstore UK DPO at the following address:

Jobstore UK – DPO

85 Great Portland Street

London

dpo@JobstoreUK.com

You may also make a complaint to the Information Commissioner's Office, or the data protection regulator in the country where you usually live or work, or where an alleged infringement of applicable data protection laws has taken place. Alternatively, you may seek a remedy through the courts if you believe your rights have been breached.

We may update our privacy policy from time to time. Any changes we make to our privacy policy in the future will be posted on this page and, where appropriate, notified to you by post or email. Please check back frequently to see any updates or changes to our privacy policy.