

Purpose/Activity	Type of data	Lawful basis for processing including basis of legitimate interest	Data retention
To register you as a new candidate	(a) Identity(b) Contact(c) Special Categories	Performance of a contract with you	7 years after you last contact us
To put you forward for vacancies	(a) Identity(b) Contact(c) Special Categories	(a) Performance of a contract with you(b) Necessary for our legitimate interests (to place candidates with employers)	7 years after you last contact us
To manage our relationship with you which will include:(a) Notifying you about changes to our terms or privacy policy(b) Asking you to leave a review or take a survey	(a) Identity(b) Contact(c) Transaction(d) Marketing and Communications	(a) Performance of a contract with you(b) Necessary to comply with a legal obligation(c) Necessary for our legitimate interests (to keep our records updated and to study how customers use our products/services)	7 years after you last contact us

<p>To administer and protect our business and this website (including troubleshooting, data analysis, testing, system maintenance, support, reporting and hosting of data)</p>	<p>(a) Identity(b) Contact(c) Technical(d) Usage</p>	<p>(a) Necessary for our legitimate interests (for running our business, provision of administration and IT services, network security, to prevent fraud and in the context of a business reorganisation or group restructuring exercise)(b) Necessary to comply with a legal obligation</p>	<p>3 years after the data is collected for this purpose</p>
<p>To deliver relevant website content and advertisements to you and measure or understand the effectiveness of the advertising we serve to you</p>	<p>(a) Identity(b) Contact(c) Technical(d) Usage(e) Marketing and Communications(f) Transaction</p>	<p>Necessary for our legitimate interests (to study how customers use our services, to develop them, to grow our business and to inform our marketing strategy)</p>	<p>3 years after the data is collected for this purpose</p>
<p>To use data analytics to improve our website, products/services, marketing, customer relationships and experiences</p>	<p>(a) Technical(b) Usage</p>	<p>Necessary for our legitimate interests (to define types of customers for our services, to keep our website updated and relevant, to develop our business and to inform our marketing strategy)</p>	<p>3 years after the data is collected for this purpose</p>

To make suggestions
and
recommendations to
you about jobs or
services that may be
of interest to you

(a) Identity(b)
Contact(c)
Technical(d)
Usage

Necessary for our
legitimate interests (to
develop our services
and grow our
business)Consent

3 years after
the data is
collected for
this purpose
