

Processing and protection of candidate data (GDPR)

Processing of personal data in connection with job applications

The data collected during the examination of your application will be processed by BLUELINK's human resources department, enabling it to manage the recruitment process for its future employees. The legal basis for this processing are : BLUELINK's legitimate interest, and the performance of the contract (pre-contractual measures).

What is the purpose of processing your data?

The processing carried out by the human resources department is intended to :

- manage the recruitment process ;
- fulfill compulsory formalities and supply the administrative file of successful candidates.

What categories of data are collected and processed?

In order to meet these purposes, only personal information strictly necessary to assess your suitability for the job offered, or to measure your professional skills, will be requested during the selection phase. To this end, we will ask you for data relating to the diplomas you have obtained, your professional experience, and your professional skills and aptitudes in relation to the position offered. Failure to provide this information will make it impossible for you to take part in the recruitment process.

Should your application be accepted for a contract, we will ask you for the information and proof required to complete the compulsory formalities. The provision of this information is a prerequisite for the conclusion of an employment contract for successful candidates. In addition, the provision of certain categories of information and supporting documents (marital status, address, social security registration number, residency status, etc.) is mandatory for successful candidates. Consequently, failure to provide this information will make it impossible to conclude an employment contract.

How long is your data kept?

Data is kept for as long as is necessary to complete the recruitment process.

Data concerning successful candidates will be included in their administrative file and will be kept for the period applicable to this file (i.e. up to five years after the end of the employment relationship).

The data of unsuccessful candidates will be kept exclusively for the purpose of supplying a CV library and, where appropriate, proposing new job offers, for a period of two years from the last contact with the candidate. You may object to this retention at any time, without having to give any reason other than the wish not to be contacted again, by contacting BLUELINK's DPO at the address below.

Who has access to the data collected during the examination of your application?

Your application is treated as confidential. The only people who have access to the personal data contained in your file are those in charge of the departments concerned by your application (recruitment officers, managers, etc.). In the event of a positive outcome to the recruitment process, in order to finalize the recruitment, the Human Resources department will be required to pass on some of the information gathered to the organizations informed of your hiring (notably unemployment insurance, health insurance, retirement, mutual insurance).

What are your rights and how can you exercise them?

You have the right to access your personal data. You also have the right to rectify and delete this data, as well as the right to object to its processing or request its restriction.

If you have any questions about data protection or wish to exercise your rights, you can contact BLUELINK's Data Protection Officer (DPO) at the following address:

- by post: for the attention of BLUELINK's Data Protection Officer (DPO), 74 Avenue Vladimir Ilitch Lénine – Immeuble Osmose – 94 112 Arcueil Cedex
- by email : to DPO@bluelinkservices.com

In the event of difficulties, you can lodge a complaint with the "Commission Nationale de l'Informatique et des Libertés" (CNIL).