

**SCOPE AT LIMITED**  
**DATA PROTECTION CONSENT DECLARATION**  
**APRIL 2023**

In holding information on our database (Jobadder Recruitment CRM - [www.jobadder.com](http://www.jobadder.com)), such as a CV, the main objective is for Scope AT to provide you with suitable and appropriate job specifications from our clients, so that you can consider the available position, discuss further if needed, and if interested authorise us to proceed with an application (whether that be a Consultancy, Contract or Permanent position). By applying to an advert or by sending us your CV you are agreeing for us to process your personal data in line with this privacy policy. In addition, if you also agree for us to send your CV to a specific client when asked (or to a third party working on behalf of the client) for a role, you are agreeing that we will share your personal data by email or by upload to our clients / third parties vendor management system. We will only share the personal data that is necessary for you to be considered for the position, interviewed (phone / video / face to face) and if successful, placed into the role. If we successfully secure you a role (whether that be a Consultancy, Contract or Permanent position), we will need to process additional information such as the details below.

By Giving Consent to Scope AT to process your personal data, you give consent to the processing of the following information:

Personal data

- Name
- Date of birth
- Contact details, including telephone number, email address and postal address
- Experience, training and qualifications
- CV
- National insurance number
- Directorship details
- Other information that you may share on the CV or is publicly available

Sensitive personal data

- Disability/health condition relevant to the role
- Criminal conviction

You consent to Scope AT processing the above personal data for the following purposes:

- to provide you with work-finding services.
- to provide your personal data (with your express permission) to Scope AT's client/s or third parties working on behalf of the client in order to provide you with work-finding services. For Clients and Third Parties this may mean your CV is required to be uploaded to a client's vendor management system so that it may be considered for suitable positions with that Client.
- to process your data on the Scope AT internal CRM (K ) in order to provide you with work-finding services. \ K

Their data Security and Privacy Notice can be found here:

<https://support.jobadder.com/hc/en-us/articles/360001337835>

- to fulfil our Contractual and Legal Obligations

You also consent to Scope AT processing your personal data through our Recruitment CRM - Jobadder, and for internal audits and investigations carried out within Scope AT to ensure that Scope AT is complying with all relevant laws and obligations.

The consent you give to Scope AT will last for 6 years in order to comply with certain Legal Obligations. You are aware that you have the right to withdraw your consent at any time by informing Scope AT that you wish to do so. Please email [dpo@scopeat.co.uk](mailto:dpo@scopeat.co.uk) with your instruction to withdraw consent. Please note that Scope AT may continue to process your personal data where we have a legal obligation to continue to do so.