

# Recruitment Privacy Notice

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# Privacy Notice

Respecting people’s data is at our core. This notice describes the way we, William Hill Organization Limited, Grand Parade Sp. z o.o. and WHG (International) Limited, (collectively referred to as “William Hill”), will process personal data that you submit to us during the recruitment process.

If you have any queries about this notice or how we use your information you can contact us by email: [recruitmentadmin@williamhill.com](mailto:recruitmentadmin@williamhill.com)

You can contact our Data Protection team on: [dataprotection@williamhill.com](mailto:dataprotection@williamhill.com)

## Personal data we collect

We collect and process the following categories of personal data:

- Name
- Address
- Phone number
- Information about your experience
- Education
- Your CV
- DBS check results – for specific roles
- Online test scoring
- Title
- Email address
- Employment history
- Professional achievements and certifications
- Financial checks – for specific roles
- Gender
- Racial or ethnic origin

You are required to submit this information and complete the online testing in order to apply for a position with William Hill. If you do not provide us with all of the information we require then this could limit our ability to process your application.

## Why we use your data and our legal basis

We process your data for the following purposes:

Purpose	Legal Basis
Managing your application for one of our positions including communicating with you and conducting interviews	Legitimate Interest
Sharing personal data with people in William Hill in relation to the role that you have applied for	Legitimate Interest
If your application is successful, using your information to complete your employee file including producing a contract or offer	Necessary for the performance of a contract

<p>If your application is unsuccessful, we like to retain your information in our Talent Bank in case we think that you would be good for another role in future. This means we will contact you by phone, email or SMS about job opportunities that we think you would be a good fit for.</p> <p>You can always opt-out of this by contacting us</p>	<p>Legitimate Interest</p>
<p>Using aggregated data to understand and report on the types of applications we receive (e.g. applications where people are in a similar geographical area)</p>	<p>Legitimate Interest</p>
<p>Assessing you for a role using our third party assessment platform provider, HireVue – Retail roles only</p>	<p>Legitimate Interest</p>
<p>Conducting a Disclosure and Barring Service (DBS) check</p>	<p>Consent</p>

## Who we share personal data with

Our application system is managed by Alexander Mann Solutions (“AMS”). They are a data processor who we instruct to manage our candidate applications and operate as agents of William Hill. AMS are based in the UK and Poland and will share personal data with William Hill staff.

The online test is provided and hosted online by the solution provider, HireVue. If you complete the assessment, they will store your information within the EEA.

We do transfer some personal data internationally. We use an applicant tracking system which is hosted by a company, Avature LLC who are based in the USA. They are accredited on the EU-US Privacy Shield programme. If you apply for a role based in one of our international offices we will share your information with the international office. If the office is outside of the UK, EU or EEA and not on the European Commission’s list of countries with ‘adequate’ safeguards, we will use standard contractual clauses as our safeguard to protect your personal information when transferring it to these office locations.

We use an outsourced partner for DBS checks, namely, Safe Computing LTD (part of Access UK LTD).

## Retaining your personal data

We will retain your personal data for the length of time it takes to complete your application. If you are unsuccessful and have not opted out of receiving Talent Bank notifications then we will retain your personal data for 2 years since our last contact with you. At the end of the 2 years we will contact you to ask if you still wish to be contacted by us. If you are successful your information will be stored for the length of your employment plus 7 years.

## Your rights

- Information about how we use your personal data.
- Access the personal data we hold about you.
- Request we erase your personal data: where it is no longer necessary for us to process it, where you have withdrawn your consent, where you have objected, where your personal data has been unlawfully processed, or where erasing your personal data is required in accordance with a legal obligation.
- Object to us processing your personal data where legal basis is our legitimate interests.
- Rectify any inaccurate personal data we process.
- Request we restrict our processing of your data
- Request an explanation of the logic involved where we make decisions about you solely through automated means
- Lodge a complaint with a data protection regulator
- Object to your personal data being used for direct marketing purposes.

Where you make a request in respect of your rights we will require proof of identification. We may also ask that you clarify your request. If a third-party is making a request on your behalf we will ask them for your authorisation that they act on your behalf and additional photographic identity verification.

## Automated Decision Making

We do conduct some automated decision making in our application process to identify whether a person will be suitable for a role with our Retail team.