



MessageBird Candidate Privacy Notice

Last updated: October 2020

Introduction

At MessageBird we do everything in our power to protect your data and give you full control over your personal data. In this Candidate Privacy Notice, we inform you specifically on how we handle your personal data when you apply for a career at MessageBird. For more information on how we handle personal data in general, please see our [Privacy Statement](#).

What data we collect

When you apply for a career at MessageBird, we will only collect, store and use the following categories of data:

- information you provide in your curriculum vitae and cover letter
- information you provide through our application form, including name, title, address, telephone number, personal email address, date of birth, education history, employment history and other qualifications
- information you provide to us during an interview

How we collect data

We collect personal information about you from the following sources:

- you, the candidate
- recruitment agencies we have engaged
- professional networking profile, such as LinkedIn
- referees who named you for the position

How we use data

We will use your personal information about you only to:

- assess your skills, qualifications and suitability for the role
- carry out background and reference checks relevant and necessary to the role and nature of your employment
- communicate with you about the recruitment process
- keep records relating to our hiring process
- comply with legal or statutory requirements
- improving and analyzing our recruitment process

Sharing data

We will only share your data with third parties in order to process your application. We may share your data with other legal entities in the MessageBird Family. These entities will only use the data as described in this notice. We may also share your data with our third-party service and technology providers, like our hosting providers and other parties assisting us in the recruitment process, such as applicant tracking system service provider Greenhouse. All our third-party service providers and other entities in the group are required to take appropriate security measures to protect your personal information in line with our policies.

We do not allow our third-party service providers to use your personal data for their own purposes. We only permit them to process your personal data for specified purposes and in accordance with our instructions.

International transfer of data (outside EEA)

As a global, cloud based enterprise, our usage of the internet almost always involves the international transmission of personal data, both within and outside the European Economic Area (EEA).

We make sure our partners outside the EEA have sufficient guarantees and safeguards in place to properly treat and protect your data. We always make sure we contractually agree on data protection to protect the rights and freedoms of all individuals, inside and outside the EU, and ensure compliance with the GDPR.

Data security

We do everything in our power to keep your data safe. We invest in state-of-the-art technology and through security screenings of our infrastructure and employees to minimise security risks. We limit access to your data to those employees and contractors who have a need-to-know in the recruitment process.

If you want to know more about the measures we take to keep your data secure, check out our [Security Statement](#). It contains information about the industry standard, administrative, technical, physical, and organizational safeguards designed to prevent unauthorized access and use of personal data.

Retention of personal data

If you give your consent through the application form, we will keep your data for a period of one year after we have let you know our decision about whether to extend you an offer for the role you applied for. If you have not given this consent, we keep your data for a period of four weeks after this decision.

We keep your personal data so that we can make you aware of any suitable alternative roles that arise during this period. After this period, we might keep your data in a non-identifiable form for archival, statistical and/or other legitimate purposes. None of it will be able to identify you as an individual.

Controlling your rights and choices

You have the right to:

- request access to your data
- request correction of the data that we hold about you if such data is incomplete or inaccurate
- request erasure of your data if there is no good reason for us to keep it
- object to our use of your data if we are relying on a legitimate interest. We will

assess such requests on a case by case basis in accordance with the GDPR and then make sure to use your data in the way you specify

- request to the transfer of your data to another party
- request the restriction of our use of your data

If you want to make use of the above rights, please get in touch with your contact person in MessageBird's People Team or send a message to:

privacy@messagebird.com and we will take care of it.

Withdrawing consent

When you apply for a career at MessageBird you give your consent to us using your data for recruitment purposes as set out in this Candidate Privacy Notice. If for whatever reason you no longer want us to use your personal data, you're free to change your mind. We will always comply with your request, unless we are legally required to keep your data.

Disputes

If you have any dispute with us relating to our privacy practices, please contact our legal team at privacy@messagebird.com with the subject: "Dispute".

Contact us

If you have any questions left regarding the processing of your personal data as part of the recruitment process, or have any feedback or suggestions to make this policy better, please do not hesitate to contact us.

If you're not satisfied with our reply, you may refer your complaint to the relevant regulator in your jurisdiction.

MessageBird B.V. is the data controller for your data.

You can reach our Data Protection Officer at privacy@messagebird.com or at our HQ address:

MessageBird B.V.

attn. Legal Department (Data Protection)
Trompenburgstraat 2C
1079 XB Amsterdam
The Netherlands

Do you live in the USA, Singapore, Germany, China, Australia or in the UK? Check out [our local addresses](#) if you prefer old-fashioned mail.