

Concern Worldwide

Fair Processing Notice to Job Applicant using Sonru

Concern Worldwide uses a system called Sonru to conduct interviews with job applicants who have been selected to proceed to the first stage of interview process. In order to process your application, certain personal data must be collected from you. If you decide to proceed with your application, you will be presented with a number of questions to which you will respond in video format. This video interview is recorded and reviewed by Concern Worldwide so that a determination may be made as to your suitability for the prospective job. Concern will contact you if you have been successful in your application, and/or you have been selected for a subsequent round of interviews. Concern will also notify if you have not been successful in your application.

Concern Worldwide is the Controller of this data and is committed to complying with all relevant Data Protection legislation (including the General Data Protection Regulation “GDPR”) when processing the personal data of job applicants via Sonru.

Sonru is a Data Processor. Concern Worldwide will ensure it has appropriate contractual safeguards in place with Sonru to ensure confidentiality and job applicants’ personal data is protected.

If you decide to proceed with your application the following personal data and sensitive personal data may be collected when you use the Sonru system:

- First name, surname, email
- Any additional personal data you may provide us in your Curriculum Vitae or during the course of the video interview
- Biometric information in the form of video recordings

Your personal data will be stored securely by Sonru and Concern Worldwide in the EEA. If you are applying for an international position with Concern Worldwide, your data may be viewed by Concern Worldwide’s staff based outside the EEA. Neither Concern Worldwide nor Sonru will share your personal data with any third party unless required to do so by law or with your prior consent. Personal data collected for job applicants’ will be stored for a period of 18 months from the date of video submission. After this time, it will be irretrievable deleted.

You are a data subject and have certain rights under Data Protection legislation. You have the right to rectify inaccurate data held about you. You have the right to restrict your data being processed by Concern. You have the right to data portability. You have the right object to your data being processed. You have the right to access personal data held about you. Under certain circumstance you have the right to have data held about you erased. You have the right to complain to the Office of the Data Protection Commissioner (www.dataprotection.ie) if you feel your rights have been infringed or if your personal data has been unlawfully processed. If you would like to exercise any of these rights or have any queries in relation to

information contained in this fair processing notice, please contact Concern Worldwide's HR department in the first instance. Alternatively, you can email dpo@concern.net.

I confirm that I have read and understand this fair processing notice. I request Concern Worldwide and Sonru to processes my personal data in this manner for the purposes of applying for a job with Concern Worldwide.