

## **Applicant privacy notice**

As part of any recruitment process, The Society and College of Radiographers (SCoR) collects and processes personal data relating to job applicants. SCoR has a legitimate interest in processing personal data during the recruitment process and for keeping records of the process.

As well as details you submit by application SCoR may collect personal data about you from third parties, such as references supplied by former employers, information from employment background check providers and information from criminal records checks. SCoR will seek information from third parties only once a job offer to you has been made and will inform you that it is doing so.

Data will be stored in a range of different places, including on your application record, in HR management systems and on other IT systems (including email). Your application information will be stored for two years after your successful appointment. If your application is unsuccessful: SCoR will keep your application information until six months after a successful applicant has started in the post; and SCoR will keep some limited personal information from your application for an additional four years.

SCoR will share your data with third parties involved in storing and processing your application to fill the vacancy. SCoR will not share your data without your consent with any third parties not directly involved in managing your application. SCoR recruitment processes are not based on automated decision-making.

For further information on how your information is used, how we maintain the security of your information, and your rights to access the information we hold on you, please see our privacy statement on <http://www.sor.org/privacy-statement> or contact the Data Protection Officer at [dpo@sor.org](mailto:dpo@sor.org) or write to The Society and College of Radiographers, 207 Providence Square, Mill Street, London SE1 2EW.

By submitting your personal information with the application for the SCoR vacancy you are acknowledge you have read this privacy notice and give implicit consent to SCoR to collect and use your personal information for the recruitment process.