

1. Introduction

We believe that the privacy of our job applicants is important. When you apply for a job at Brand New Day, for instance through Werkenbij.brandnewday.nl, we collect personal data. We process this personal data in an honest and legal manner. This means that we collect and process personal data in accordance with applicable privacy legislation.

This privacy statement is intended to inform you about how we process applicants' data; it applies to our recruitment and selection activities.

2. Do we have a data protection officer?

We have appointed a data protection officer. This officer supervises the application of and compliance with the General Data Protection Regulation (GDPR) at our organisation. If you have questions or comments about this privacy statement or the processing of personal data by Brand New Day, you can contact the data protection officer by sending an e-mail to privacy@brandnewday.nl.

3. Who is responsible for processing personal data?

The following companies within Brand New Day group process the personal data of job applicants as part of their service and therefore qualify as controllers.

- » Brand New Day Bank N.V. (Brand New Day Bank);
- » Brand New Day Vermogensopbouw N.V. (Brand New Day VO);
- » Brand New Day Levensverzekeringen N.V. (Brand New Day Leven);
- » Brand New Day Premiepensioeninstelling N.V. (Brand New Day PPI);
- » Brand New Day Diensten B.V. (Brand New Day Diensten).

In this privacy statement, these companies are referred to jointly as 'Brand New Day' or 'us' or 'we'.

4. Which data do we process?

We process personal data that may be relevant for the recruitment and selection procedure. This is in any event the data that you provide, including:

- » your personal data (name and address details, e-mail address, telephone number, gender, date of birth);
- » information about your education (diplomas, degrees);
- » information about your employment history (internships, previous employers, references);
- » Curriculum Vitae (and photograph, if applicable);
- » motivation letter and/or application form;
- » video pitch, portfolio, code samples (if applicable);
- » camera images

We also collect personal data by or after we have had contact in person and/or by telephone with referees, educational institutions and/or with you. Here we have in mind interview notes or additional information such as availability, an indication of the salary, notice periods etc. We may also consult information in public sources (like LinkedIn) if it is important for the position you are applying for.

Cookies

Op onze websites maken wij gebruik van cookies. Cookies zijn kleine tekstbestanden die op een computer, telefoon of tablet kunnen worden geplaatst als je een van onze websites bezoekt. Wij gebruiken cookies om onze websites te laten werken, onze websites te verbeteren, je een betere gebruikservaring te bieden of om je gerichte advertenties of banners te tonen. Meer informatie over het gebruik van cookies vind je in ons cookiestatement.

CCTV surveillance

To protect our interests and property and that of our employees and visitors, we use permanent camera surveillance in our office in Amsterdam. Camera surveillance is limited to the common areas such as reception, corridors and workplaces. The camera images are not stored for longer than 4 weeks unless longer storage is necessary to be able to investigate and handle an incident or theft.

5. For what purposes do we process your personal data?

We process the information and documents that we have about you for the following purposes:

- » for recording, processing and handling the job application;
- » to determine whether you qualify for a job at our organisation;
- » to compare your data with the job vacancies and the corresponding qualifications;
- » to be able to contact you, for instance for scheduling an appointment for a job interview;
- » for call-backs to referees and/or educational institutions;
- » for pre-employment screening.

Grounds: If this processing is necessary for attending to Brand New Day's legitimate interests. In this case, that interest consists of recruiting suitable new staff for its organisation.

6. With whom do we share your data?

Applicants' personal data is only disclosed to those who are responsible for recruitment and selection work at Brand New Day or who are involved in it out of necessity. We may also share certain information with third parties that provide services to us in this respect. For instance, we may get information from an external recruitment and selection agency or assessment firm. We do not sell your data to or trade it with any third parties. We may, however, be required by laws and regulations to provide certain information about you to third parties, for instance to competent investigative authorities.

7. How long do we keep your data?

We keep your data for the duration of the recruitment and selection procedure, and remove that data and all identifying features from our database no later than four weeks after the end or completion of the application procedure. With your permission, we may keep your application information in our portfolio for longer (up to one year maximum).

If you get a job with us, the information provided in the context of the application procedure will become part of your staff file.

8. How long do we protect your data?

We have taken appropriate technical and organisational measures to safeguard your personal data against loss or any kind of unlawful processing.

Your data is generally processed within the European Economic Area (EEA). In certain cases, personal data is processed outside the EEA, for instance, because a party with whom we work is based outside the EEA or provides services outside the EEA. In that case, we ensure that processing takes place in accordance with the GDPR.

9. What are your rights as a job applicant?

As an applicant you have the right of access to information on how your personal data is processed. In addition, you can ask us to correct, supplement or delete your data if the data is incorrect, for instance. You can also limit the processing and transfer of your data, and you have the right to transfer your data to a third party, i.e. the right to data portability.

If you would like to exercise any of these rights, then you can send an e-mail to privacy@brandnewday.nl or a letter to:

Brand New Day attn the Data Protection Officer
P.O. Box 12550
1100 AN Amsterdam Zuidoost.

Please send a copy of a valid identity document with your request, so that we can be sure that it is you who has sent the request. The data protection officer will respond to your request as soon as possible, but in any event within one month.

If you have a complaint about the way in which we process your personal data, you can turn to the relevant government authority, the Dutch Data Protection Authority.

10. Amendments to the privacy statement

We may change this privacy statement, for instance if laws and regulations change. This version applies from 9 March 2020 onwards. The most recent version of our privacy statement is on our website.

Questions

Should you have any questions concerning this privacy statement, you can always send an email to

privacy@brandnewday.nl.

Brand New Day

Physical address: Hoogoorddreef 15, 1101 BA Amsterdam
Zuidoost

Postal address: P.O. Box 12550, 1100 AN Amsterdam
Zuidoost

Telephone: +31 (0)20 75 85 300.