

Privacy policy, VALOR Partners recruitment

This privacy policy document explains how VALOR Partners Oy collects, processes, and discloses personal data in connection within a recruitment process.

Data controller and contact Information

VALOR Partners Oy

Eteläesplanadi 24, 00130 Helsinki

www.valor.fi

Contact person for data protection matters:

Susanna Alakotila

+358 44 982 9496

What data do we collect?

We collect personal data only directly from the applicant during the recruitment process. We only collect and process personal data that is necessary for handling the job application and conducting the recruitment process.

We collect the following personal data:

- Applicant's basic information: name and contact details
- Information included in the job application and related documents
- Data collected and processed during the recruitment process

How do we process the data?

We process applicants' personal data for recruitment process purposes, such as handling job applications, informing applicants about the progress of the process, and arranging interviews.

Primarily, we process personal data based on the consent you have given during the recruitment process.

How do we store the data?

Personal data is stored only as long as necessary to fulfil the purposes defined in this policy.

The collected personal data is retained throughout the recruitment process. Data may also be stored, as necessary, after the end of the recruitment process to the extent permitted or required by applicable law.

As a rule, we retain job applications for six (6) months after the recruitment process ends. Personal data will be deleted when it is no longer necessary to retain it for legal reasons or to protect the rights and obligations of either party.

Who processes the data?

Personal data may be disclosed within VALOR Partners Oy to individuals who need to process applicants' personal data as part of their duties. Data is not regularly disclosed to third parties.

Data is generally not transferred outside the European Union (EU) or the European Economic Area (EEA), unless this is necessary for the purposes of processing or for technical reasons related to data processing. In such cases, the transfer will comply with the legal requirements.

What rights do I have?

As a job applicant, you have the right to:

- access your personal data
- request the rectification, updating, or deletion of your personal data
- object to or restrict the processing of your personal data
- obtain a copy of your stored personal data

If we process your personal data based on consent, you have the right to withdraw your consent at any time.

How can I exercise my rights?

If you wish to exercise your rights as a data subject, you must submit a written request to the data controller (susanna.alakotila@valor.fi). The request must be sufficiently specific to be processed.

If you believe that your personal data is not being processed appropriately, you have the right to lodge a complaint with the national data protection authority, i.e., the Data Protection Ombudsman.

Changes to privacy policy

The controller reserves the right to make changes to this privacy notice.