

Match2Match Recruitment Ltd

Audiology & Ophthalmic

MATCH2MATCH RECRUITMENT - PRIVACY NOTICE - DATA PROTECTION

- We are registered under the General Data Protection Act (GDPA)2018.
- We are entitled to refuse to act for you if you fail to supply appropriate proof of identity and authority or, where appropriate board resolutions.
- By signing this Privacy Notice, you consent to us processing your personal data, both manually and by electronic means and you authorise us to disclose to third parties, all personal data which we have in relation to your case. You may withdraw this authority at any time in writing.
- Your data will be used for the sole purpose of providing legal advice and administration and management of anything necessary for the purpose of giving advice to you.
- “Processing” includes obtaining, recording or holding information or data and transferring it to a statutory, governmental or regulatory body for legitimate purposes. The information may contain sensitive personal data for the purposes of the Act.
- If at any time, should you wish to withdraw consent for us to processing your personal data, please contact us in writing
- You may be assured that we treat all personal data as confidential and will not process it other than for legitimate purposes associated with the service we will provide you.
- Subject to certain expectations, you are entitled to have access to your personal data that is held by us however we do reserve the right to apply a ‘reasonable fee’ where requests are deemed excessive and we will respond to your request as soon as possible and within the maximum time frame of one month
- Your Data will be lawfully and fairly processed in a transparent manner and is collected on the grounds of explicit and legitimate purposes only. We will only ask for your data when necessary. Your data will be erased, should it no longer be required for the purposes to be processed otherwise it will be retained as long as necessary and be secure.
- In respect of your personal data, you have the right to access, rectify and erase it. You may also restrict the processing of it and you have the right to data portability and automated decision and profiling.

6 Burrow Green, Chigwell, Essex IG7 4HA 0208 172-0474/0449 or mobile 07432 674364

Email: hello@match2matchrec.co.uk Web: www.match2matchrecruitment.co.uk

Registered in England 07855494

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If you have any questions about this privacy notice, please contact our Data Protection Officer
Julia Lyttle

I [YOUR NAME] acknowledge that on [DATE], I received a copy of Match2Match Recruitment's Privacy Notice for candidates and that I have read and understood it.

Signature.....

The Data Protection Act requires us to advise you that your particulars are held on our database. We or various other organisations that we have selected may, from time to time, use these details to send you information about other products and services, which we believe, may be of value. Please tick the box below to confirm your agreement.

I confirm that I am happy to receive such information.

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