

PRIVACY POLICY – LONG INFORMATION  
Jobs application platform

**Information on the data controller:**

The processing of the jobs application platform is carried out by Adisseo France S.A.S. human resources department, represented by its current Chairman, domiciled at 10 place du Général de Gaulle - 92160 Antony - France, for itself or by any company that directly or indirectly controls, is controlled by, or is under common control with Adisseo France S.A.S. (hereinafter referred as “Adisseo”).

**Information on the legal basis for data processing/collection:**

Your data is collected on the basis of your consent for the following purposes:

- To enable you to create your profile in the jobs application platform,
- To submit and manage your application to Adisseo,
- To create statistics and reporting,
- To establish, enforce or defend against a claim and to fulfill legal obligations (such as accounting, regulatory and administrative obligations), to comply with requests from courts or regulatory bodies, or, where necessary, to investigate, prevent or take action regarding illegal activities, suspected fraud, situations involving potential threats to the safety of others or violations of Adisseo's policies or terms and conditions.

The processing of your data is based on your consent according to the Article 6 (1) a of the General Data Protection Regulation (GDPR).

**What categories of data are collected and processed?**

The personal data that is collected is the one you provide us directly via forms (creating an account, managing your profile, ...) or content (CV, cover letters, ...):

- Your login information: username and password;
- Your general personal information, such as first name, last name, e-mail address, telephone number, address, city, zip code, country;
- Information on your CV, such as professional experience, photo, training, diplomas, languages;
- Any other personal information (including sensitive information, such as disabilities) that you voluntarily enter on your profile or CV without being under any obligation to do so;
- Your IP address and your browsing habits on the site.

### **Information on the storage period and possible recipients:**

Your personal data will be kept for 2 years after your inscription on the platform. We will delete your account if you have not logged in for more than two years. In this case, you will receive a separate notification informing you of the upcoming deletion so that you can prevent your profile from being deleted. If you are recruited after you have applied for a job, your data will be kept for as long as you are an Adisseo employee.

Personal data are reserved and may only be communicated to the following departments concerned or recipients, depending on their responsibilities:

- Human resources and management functions, to manage applications and candidate information;
- Third-party agents, service providers and consultants (e.g. for IT maintenance or human resources support);
- To government authorities, courts and law enforcement agencies, where necessary to comply with applicable laws and regulations;

The processing of personal data includes automated methods of processing, including artificial intelligence to match profiles to jobs with a percentage of correspondence.

### **How can you exercise your rights over your data?**

You can access and obtain a copy of your data, have it rectified. You also have the right to restriction of erasure, portability of the processing of your data and withdrawal of your consent.

In order to exercise your rights or for any questions relating to the protection of your data:

- par mail : [dpo@adisseo.com](mailto:dpo@adisseo.com) ;
- by post: Adisseo France SAS – Antony Parc II – 10 place du Général de Gaulle – 92 160 Antony France.

### **Information on the possibility of submitting a request to the CNIL:**

If, after contacting us, you believe that your rights are not respected or that the system does not comply with data protection rules, you can submit a complaint online to the CNIL or by post. Visit the [cnil.fr](http://cnil.fr) website for more information about your rights.

December 3, 2024