



PRIVACY NOTICE

Ezek Limited is built on the values of being Open, Honest and Straightforward; these values underpin the way that we work. We understand that your privacy and permissions are important to you and that you care about how your personal data is used and shared online. This privacy notice describes how we collect, use and share your information to provide our services to you in accordance with the European General Data Protection Regulation (EU 2016/679) commonly known as GDPR.

Who are we?

Ezek Limited, a company registered in England under 03230835, whose registered address is 4 Nile Close, Nelson Court Business Centre, Riversway, Preston, Lancashire, PR2 2XU.

Ezek Limited is a data Controller for the purpose of the GDPR.

What data do we collect?

Ezek must collect some data to provide our services to you. The types of data we collect depend on our relationship with you and which of our services you use. In any event we only collect data that you would reasonably expect and in most instances with your consent, in the absence of consent we only collect data for recruitment purposes and only when there is a specific reason and legitimate interest to do so. We may collect some or all the following personal data;

- Name
- Email address
- Telephone number
- Location
- Job Title/Profession
- Employer

The following data is automatically collected when you visit our website www.ezek.com;

- IP address
- Web browser type and version
- Operating system
- The pages of our website that you visit and the time spent on those pages; the time and date of your visit.

How is it collected?

Information is collected lawfully, automatically by our website, some information is sourced online from publicly accessible sources but other data will only be collected directly from you. Should your data be obtained by means other than with your consent we will write to inform you.

How and where do we store data?

- Data security is of great importance to us and to protect your personal data we have put in place suitable physical, electronic and managerial procedures to safeguard and secure your data.
- Your data will be stored on our recruitment software, which is provided by Microdec an Access Group company this vendor complies with GDPR and its data centre holds ISO27001 certification.
- We only keep your data for as long as we need it to provide our services to you, and/or

for as long as we have your permission to keep it.

- Your data will only be stored within the European Economic Area (“the EEA”) (The EEA consists of all EU member states, plus Norway, Iceland and Liechtenstein). If we do store or transfer data outside the EEA, we will take all reasonable steps to ensure that your data is treated as safely and securely as it would be within the EEA and under the GDPR. Such steps may include, but not be limited to, the use of legally binding contractual terms between us and any third parties we engage and the use of the EU-approved Model Contractual Arrangements.
- Notwithstanding the security measures that we take, it is important to remember that the transmission of data via the internet may not be completely secure and that you are advised to take suitable precautions when transmitting data via the internet.

Why and how will it be used?

We collect, use and share your data;

- As necessary to fulfil our Terms of Business.
- Consistent with your explicit consent, for a specific purpose which you can revoke at any time.
- As necessary to comply with our legal obligations.
- As necessary for our legitimate interests, unless those interests are overridden by your interests or fundamental rights and freedoms that require protection of personal data.

How long is the data retained for?

We will retain your personal data for no longer than 5 years after our last engagement with you, subject to implementation of the appropriate technical and organisational measures required by the GDPR in order to safeguard your rights and freedoms. If there is a specific reason for us to keep your Personal Data for longer periods of time then we will only retain it for as long as that reason applies.

Who will it be shared with?

- We only share your data outside of our company with your explicit consent on each occasion.
- We may sometimes contract with third parties to supply products and services to you on our behalf. These may include payment processing, delivery of goods, search engine facilities, advertising and marketing. In some cases, the third parties may require access to some or all of your data. Where any of your data is required for such a purpose, we will take all reasonable steps to ensure that your data will be handled safely, securely, and in accordance with your rights, our obligations, and the obligations of the third party under the law.
- In certain circumstances, we may be legally required to share certain data held by us, which may include your personal information, for example, where we are involved in legal proceedings, where we are complying with the requirements of legislation, a court order, or a governmental authority. We do not require any further consent from you in order to share your data in such circumstances and will comply as required with any legally binding request that is made of us.

Individual rights under GDPR

- The right to be informed
- The right of access
- The right to rectification
- The right to erasure also known as the right to be forgotten
- The right to restrict processing



- The right to data portability
- The right to object
- Rights in relation to automated decision making and profiling

You can find more information about your individual rights under GDPR on the regulators website [here](#)

Contact us

If you have any questions about our privacy policy please contact us by phoning us on 01452 731200, email us at ezek@ezek.com, or write to;

Ezek Ltd
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