



## Criteo Job Applicants Privacy Notice

Criteo takes your privacy very seriously. This Privacy Notice details the main privacy principles Criteo ("we," "us," "our") applies to the data of job applicants that we collect and process. This Privacy Notice describes how Criteo collects, uses, shares and secures your personal information as part of any recruitment process, and also describes your rights regarding our use and your access to your personal information.

### How your information will be used

Criteo has a legitimate interest in processing personal data during the recruitment process and for keeping records of that process.

Processing data from job applicants allows us to manage the recruitment process, assess and confirm a candidate's suitability for employment and decide to whom we offer a job. We may also need to process data from job applicants to respond to and defend against legal claims. In some cases, we need to process your personal data to ensure that we are complying with our legal obligations, for example right to work checks.

If your application is unsuccessful, Criteo may keep your personal data on file in case there are future employment opportunities that may be of interest to you. But you are free to request that we delete your data at any time.

### What information will be collected

The information we hold and process is for our management and administrative use only. Criteo collects a range of information about you. This includes:

- Personal details: your name, address and contact details, including email address and telephone number;
- Education and work experience: your CV, details of your qualifications, skills, experience, employment history and test results;
- Information about your compensation expectations, and in some cases your current compensation as provided by you;
- Information about your entitlement to work in the concerned location.

Criteo collects this information in a variety of ways. For example, data might be contained in application forms or your CV, or collected through interviews or other forms of assessment. We may also collect personal data about you from third parties, such as references supplied by referees or former employers or through professional social network services where you consented to share information with recruiters.

Only in countries where allow to do so, Criteo does not process sensitive data relating to your racial or ethnic origin, political opinions, religious and philosophical beliefs, trade union membership, biometric data or sexual orientation, but in case we would have to for an exceptional reason, we will always obtain your explicit consent to process those information



activities unless this is not required by law or the information is required to protect your health in an emergency.

You are under no statutory or contractual obligation to provide data to Criteo during the recruitment process. However, if you do not provide the information, we may not be able to process your application properly or at all.

Data will be stored in a range of different places, including on your application record, in HR management systems and on other IT systems.

### **Sensitive data**

Criteo does not process sensitive data relating to your political opinions, religious and philosophical beliefs, trade union membership, biometric data or sexual orientation.

As part of Criteo's commitment to diversity, equity and inclusion, we may ask you - only where permitted by local law and strictly to the extent permitted - for information relating to a disability and the ethnic group with which you most identify (only in the US and UK). This information is processed by Criteo based on your consent. Disclosing your diversity information is voluntary and kept confidential. Your individual responses will not be seen by the recruitment team, nor will they be used as part of the recruitment process for the role you are applying for. This information will help us build an accurate picture of our workforce representation, comply with legal obligations where applicable, and advance our diversity efforts. We will also use this data to help us better understand how different demographics progress through the application process and where we can implement changes to improve the process.

### **When Do We Disclose Your Personal Information?**

Your information may be shared internally for the purposes of the recruitment exercise. This includes members of the HR and recruitment teams, interviewers involved in the recruitment process, managers in the business area with a vacancy and IT staff if access to the data is necessary for the performance of their roles.

We may transfer information about you to other group companies for purposes connected with your recruitment process or the management of the company's business.

We use third party software service providers to support our recruitment and talent acquisition processes and we may also share your personal data with other third party service providers that may assist us in recruiting talent, administering and evaluating pre-employment screening and testing, and improving our recruiting practices.

In limited and necessary circumstances, please note that Criteo may transfer your personal data outside the European Union as part of its processing. In such case the organization receiving your personal data will have provided to Criteo adequate safeguards such as execution of the EU Standard Contractual Clauses for transfer to third countries, or another specifically stated lawful basis for the transfer of personal data to a third country. You can access such safeguards by sending a request to [dpo@criteo.com](mailto:dpo@criteo.com).

### **Confidentiality, Security and Retention**



We take the confidentiality and the security of your data seriously. We have internal policies and controls in place to ensure that your data is not lost, accidentally destroyed, misused or disclosed, and is not accessed except by our authorized employees in the proper performance of their duties.

If your application for employment is unsuccessful, Criteo will hold your data on file for two (2) years after the end of the relevant recruitment process. At the end of that period, or earlier if you so request, your data will be deleted or destroyed.

If your application for employment is successful, personal data gathered during the recruitment process will be transferred to your HR file and retained during your employment. The periods for which your data will be held will be provided to you in our employee privacy notice.

### **Your rights**

Under the General Data Protection Regulation (GDPR) you have the following rights with regard to your personal data:

- Right to access: you have the right to access, at any time, your personal data;
- Right to request rectification: you have the right, at any time, to request rectification of your personal data, which would not be accurate or complete;
- Right to erasure: in certain circumstances, you have the right to obtain from Criteo the erasure of your personal data;
- Right to restrict: you have the right to restrict the processing of your personal data in certain circumstances, and can request Criteo to limit the way we use your data;
- Right to object: you have the right to request that some of your personal data be not collected and/or some collected data be not used, provided that it does not impact on the good running of the company;
- Right to portability: you have the right, in certain circumstances, to obtain your personal data and to reuse and transfer them to a third party;
- If you have provided consent for the processing of your data you may have the right in certain circumstances to withdraw that consent at any time which will not affect the lawfulness of the processing before your consent was withdrawn;
- If you are a French applicant, you also have the right to provide instructions regarding the management of your personal data after death.

If you wish to exercise your rights above, please use the contact details below.

You may lodge a complaint with a supervisory authority, for instance in France: CNIL ([www.cnil.fr](http://www.cnil.fr)) if you believe that we have not complied with the requirements of the GDPR with regard to your personal data.

### **Identity and contact details of controller and Data Protection Officer**

Criteo is the data controller and our Data Protection Officer can be contacted by email or mail :



- By email [dpo@criteo.com](mailto:dpo@criteo.com), or
- By mail: DPO-CRITEO – 32 Rue Blanche – 75009 Paris – France

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