



## **Job Applicant Privacy Policy for US Companies**

Effective Date: July 25, 2025

At Senior plc and its US subsidiaries, we value your trust and are committed to protecting the privacy of your personal information. This Privacy Policy explains how we collect, use, disclose, and retain personal information you provide when applying for a position with us.

This policy applies to all job applicants, regardless of location within the United States. Where state law provides additional rights, we will comply with those requirements.

### **Information We Collect**

When you apply for a role with us, we may collect the following categories of personal information:

- Identifiers: Name, address, phone number, email, date of birth, government-issued IDs (where required).
- Employment-Related Information: Resume details, work history, education, professional qualifications, and references.
- Sensitive Personal Information: Social Security Number, background check results, demographic information if voluntarily provided.
- Technical/Online Information: Information submitted via our online application system, such as IP (Internet Protocol) address or login details.

### **How We Use Your Information**

We use applicant information to:

- Assess your qualifications, skills, and suitability for employment.
- Conduct background checks, employment verification, and legal compliance screenings.
- Communicate with you about your application and our recruitment process.
- Comply with legal, regulatory, and recordkeeping obligations.
- Improve our recruitment and hiring processes.

We will not sell or share your personal information with third parties for marketing purposes.

### **Retention of Applicant Data**

We retain applicant personal information for up to four (4) years from the date of collection, unless a longer period is required by law or necessary to address legal claims. After this period, we will securely delete or anonymize your information.



## **Disclosure of Information**

We may share applicant personal information with:

- Service providers and vendors assisting with recruitment, background checks, or IT systems.
- Government or regulatory authorities when required by law.
- Affiliates or subsidiary businesses for internal or legal business or compliance purposes.

We do not sell applicant data.

## **Your Privacy Rights**

Depending on your state of residence, you may have rights such as:

- The right to access the personal information we hold about you.
- The right to correct inaccurate information.
- The right to request deletion of your personal information, subject to legal exceptions.
- The right to limit use of certain sensitive personal information.

To exercise your rights, please contact us:

[hr@seniorplc.com](mailto:hr@seniorplc.com)

We will respond to requests in compliance with applicable law.

## **Security of Information**

We use reasonable physical, technical, and organizational measures to safeguard your personal information against unauthorized access, use, or disclosure.

## **Updates to this Policy**

We may update this Job Applicant Privacy Policy from time to time. Any material changes will be communicated or posted on our careers site.

## **Contact Us**

If you have questions or wish to exercise your privacy rights, please contact us at:

[hr@seniorplc.com](mailto:hr@seniorplc.com)