

## Register Your Interest Privacy Notice

### Data controller:

Bowmer + Kirkland Ltd  
High Edge Court  
Church Street  
Heage  
Derbyshire  
DE56 2BW

### Contact for this notice:

#### Data Protection Team [dp@bandk.co.uk](mailto:dp@bandk.co.uk)

As part of our early careers engagement, Bowmer + Kirkland Ltd will collect and process personal data relating to people who are interested in careers in construction. In line with the requirements of Data Protection laws we are being transparent as to how we collect, use, and keep your personal data in line with our legal obligations.

What information do we collect?

- Your name, email, post code and region
- Details of your construction areas of interest and early careers opportunities
- Your current education status

### How do we collect it?

Register your interest webform

### How will we store it?

Electronically

### Why do we process it?

As part of our early careers engagement, we process your data to fulfil your request for information about early careers opportunities within B+K and about construction as a career choice.

### Who has access to your data?

- Your information will be stored securely on our Microsoft 365 tenant, only key IT personal will have access. A request can be made by the Social Value team for the latest entries which will then be downloaded and sent via an Encrypted email

and file to the relevant parties. At which time the list on Microsoft 365 will be purged of any entries

- We will not share your data with third parties
- We will not transfer your data outside of the European Economic Area.

### How do we protect your data?

We have internal policies and controls in place to ensure that your data is not lost, misused, disclosed, accidentally destroyed or accessed by any employees unless necessary for the performance of their duties.

### How long will we keep your data?

All Register Your Interest webform data will be archived for 12 months from submission date. At the end of this time, your data will be deleted.

### Your rights to your data

As a data subject, you have the right to:

- Access a copy of your data on request
- Request that we change any incorrect data that we hold on you
- Request that we delete or stop processing your data
- Object to us processing your data where we are relying on our legitimate interests as the legal ground for us processing your data
- Ask us to stop processing your data for a period of time if the data we hold is inaccurate, or there is a difference of opinion as to whether your interests override our legitimate grounds for processing your data.

You can make a subject access request by emailing the B+K Data Protection Committee on [dp@bandk.co.uk](mailto:dp@bandk.co.uk).

If you believe that we have not complied with your rights to the protection of your data, you can complain to the Information Commissioner <https://ico.org.uk/for-the-public/raising-concerns/>.

### Providing your data

You are under no obligation to provide us with your personal data to register your interest, however if you do not provide this information we will be unable to contact you to share our opportunities.