

I agree to have my personal data recorded and processed as part of Gaia Consulting Oy's (from here on, "Gaia") recruitment process. I also consent to the use of my data in Gaia's other recruitments that correspond to my competence, as well as in the development of the recruitment process. The data I have submitted may be processed by Gaia's and Sweco Group's authorized employees who are involved in the recruitment process

Processing of personal data

We may process the following types of personal data in order to carry out the recruitment process:

Name

Year of birth

Contact details: email address, phone number, address

Answers to screening questions on the recruitment form

Additional information:

Other information and documents submitted on request (e.g. CV, cover letter, certificates)

Any other material created during the recruitment process, such as communication logs and information gathered during an interview

If your identity is protected by a non-disclosure for personal safety reasons, please contact info@gaia.fi.

Gaia is the controller

Gaia is the controller and responsible for the processing of your personal data.

What is the data used for?

Gaia uses your personal data to carry out the recruitment process. Additionally, your personal data may be used to further develop Gaia's hiring process, e.g. by collecting information from you of the applicant experience.

Who has access to the data?

The data you have provided will be available to Gaia's and Sweco Group's authorized employees who are involved in the recruitment process. Personal data may also be shared with Sweco Group's trusted partners to achieve the purposes. Such partners may reside in a country outside the EU/EEA. Gaia will ensure that appropriate contractual safeguards are implemented to ensure the protection of your personal data when disclosing it to a third party. In case personal data is being transferred outside the EU/EEA, appropriate measures will be taken to ensure the protection of your personal data.

How long will the personal data be stored for?

Personal data that you have provided will be archived for three years from the submission of the application. The personal data will then be removed.

We shall, however, continue the processing of personal data if laws and regulations to which we are to adhere require us to continue the processing.

How do we protect your personal data?

We use a variety of technical and organizational measures to help protect your personal data consistent with applicable data protection laws.

You have a right to know what information Gaia has about you

You have a right to request access to personal data that Gaia holds relating to you. You can also ask us to correct any erroneous information about you. Furthermore, you are entitled to withdraw your consent for the processing of your personal data. In that case, we will delete the information gained during your recruitment process.

Please note that there may be circumstances that restrict your rights, particularly if processing your personal data is required to meet our legal and regulatory obligations.

Contact details for enquiries about the processing of your personal data:

tietosuoja@sweco.fi