Recruitment privacy policy

If you apply for a position with Jisc we need to collect and process some of your personal information. We’ll use it, as described in our standard privacy notice at https://www.jisc.ac.uk/website/privacy-notice. This will include details in your CV such as contact details, previous employment and education details and will be used in the recruitment process.

We may share your information with online test providers (currently A&DC and CEB) who will administer testing for us. Their contract prohibits them from using the information for anything else. We also share your information with our video interviewing provider (currently SONRU) who will administer video interviewing for us. Their contract prohibits them from using the information for anything else.

We’ll also ask for information such as ethnic origin and gender for our records in the context of equality data monitoring. You can choose not to provide that or ask us to delete it at any time.

Successful candidate’s data will be added to staff employment record. Unsuccessful applicant’s data will be destroyed 12 months after the interview process is complete in accordance with our Jisc retention schedule.