

Privacy Policy - Recruitment

Guerbet and its affiliates ("Guerbet", "we") may process your personal data as data controllers. We are committed to respecting your privacy and protecting your personal data. This personal data protection policy related to recruitment (or "Policy") describes how we process and protect your personal data in the framework of our recruitment process. This Policy applies to the personal data of job applicants and potential job applicants.

In the context of this Policy, "personal data" means any information that identifies job applicants and potential job applicants related to a job offer from Guerbet, whether such data is collected in the context of an online application via Guerbet Careers and/or by other means (e.g. through recruitment firms or professional CV libraries).

By sharing your personal data with us, you acknowledge that:

- You have read and understood the Policy and agree to the terms and conditions of use of your personal data as described in this Policy;
- You undertake to provide accurate information to Guerbet at all stages of the recruitment process.

This Policy is not incorporated into the employment contract offered to job applicants hired by Guerbet.

Collection of your personal data

Your surname, first name, address, contact details, professional and academic background are collected when you apply to a job offer on our Careers page.

We may also collect personal data about you:

- From third parties following a professional recommendation;
- From your social networks profiles;
- From our candidate professional and academic background checks provider. Depending on the nature of the position and in compliance with applicable laws, additional information, such as a criminal record, may be requested and processed by Guerbet.

Processing of your personal data

We collect and process your personal data, based on your consent, to:

- identify and evaluate an application for a potential job and/or for a future position;
- if applicable, carry out background checks on your professional and academic background;
- keep up-to-date staff records of recruited persons;

In addition, we process your personal data in accordance with legal obligations, including, where applicable, to meet diversity and inclusion requirements.

Transfer of your personal data

We use service providers who can help us with recruitment, pre-employment testing and academic and professional background checks.

In this respect, your personal data collected and processed for the purposes described above may be transferred to companies located in countries outside the European Union, particularly to the United States.

In the event that your data are transferred to third countries, you will be informed and the transfer of your data will be supervised so that they meet an appropriate level of protection:

- either the European Commission has recognised the receiving country's adequate level of protection of personal data ;
- or the transfer is governed by the signing of standard contractual clauses (SCC).

For further information on the arrangements governing transfers, particularly towards countries recognised as adequate by the European Commission and model standard contractual clauses, please consult the European Commission website.

In addition, in the case of a reorganisation, merger, sale, joint venture, assignment or other transfer of all or part of Guerbet, your personal data may need to be transferred to a third party.

Storage of your personal data

If you accept an employment offer from us, all relevant personal data collected during your pre-employment period will form part of your staff records and will be retained in accordance with the applicable regulations.

If we refuse your application, we may nevertheless continue to retain and use your personal data for a period of two years from the date of your application, in order to study it for future positions and to carry out surveys.

Security of your personal data

We have put in place technical and organisational measures to protect your personal data against unintended loss, misuse, alteration or destruction. Only authorised Guerbet staff and staff of our service providers have access to personal data. Our employees and service providers are committed to processing your data confidentially and in compliance with applicable data protection laws.

We ensure that your personal data remains accurate, complete, up-to-date and processed for the purposes for which it is collected. In addition, we have implemented measures to ensure that the processing of your personal data complies with applicable law.

Your rights

If you wish to make a request for access, modification or erasure of the personal data we have collected about you, or to object to or restrict processing, please contact us at careers@guerbet.com

In order to protect your privacy and the security of your personal data, we will take reasonable steps to verify your identity before granting you access to your personal data. We will make reasonable efforts to promptly process your request. Depending on the circumstances or the request, or based on the applicable law requirements, we may not be allowed to provide access to personal data or to fully respond to your request.

In addition, you have the right to lodge a complaint with a data protection authority if you consider that your data is processed in a manner that does not comply with applicable law.

Cookies

Cookies strictly necessary for the operation of Guerbet Careers may be installed and stored temporarily on your browser. These cookies are destroyed once your session is complete. These cookies do not allow us to identify the job applicants who visit our site. You can learn more about our use of cookies and other tracking technologies by reading Guerbet's [Cookie Policy](#).