

Applicants for jobs at HelpHouse



Processing of personal data in the recruitment.

The purpose of collecting personal information about you in the recruitment process is to assess whether you are a qualified candidate for a vacant position at HelpHouse ApS.

When you apply for a position at HelpHouse, we receive and process a range of personal information about you. This means that HelpHouse is the data controller for the personal information we process about you.

Our contact information:

HelpHouse ApS

Østre Stationsvej 43, st. th.

5000 Odense C

Phone: 89 87 84 25

<https://helphouse.io/>

In connection with the recruitment process, we process ordinary personal information about you. However, we may process special personal information, CPR numbers, and information about criminal offenses if it is relevant to the position you are applying for.

Below you can read more about the information we process about you when you apply for a position with us.

When we receive your application

In the recruitment process, the personal information contained in your application, CV, and other attached documents is registered.

The information you as applicants provide in your applications, including information such as name, address, education, work experience, etc., is generally only ordinary information. It is not recommended to provide sensitive information such as health information, race, religion, union membership, criminal record, etc., in the application. However, this entirely depends on what you write in the documents, thus you can influence the information we receive.

We use Article 6(1)(b) of the General Data Protection Regulation (GDPR) as the legal basis for processing, as it involves personal information that you have sent to us to be employed.

We record the information received in our HR department.

We evaluate the application.

We specifically assess each applicant's qualifications concerning the advertised position or connection with an unsolicited application.

After reviewing the applications, we select candidates for interview(s).

Candidates who are not invited for an interview are notified of this decision as soon as possible.

When we have selected you for an interview

In connection with the interviews, we receive further information about you, which we note for use in the further recruitment process.

We use Article 6(1)(b) of the GDPR as the legal basis, as it involves personal information that you have provided intending to be employed.

Storage and deletion

If you receive a rejection, we delete the information we have registered about you within 6 months.

If you are employed, we keep the information that has been part of the recruitment process in your employee file.

Your rights

You have several rights under the GDPR and the Data Protection Act [databeskyttelsesforordningen og databeskyttelsesloven]. If you wish to exercise your rights, please contact us.

Right to data portability

In certain cases, you have the right to receive your personal information in a structured, commonly used, and machine-readable format and to have this personal information transmitted from one data controller to another without hindrance.

You can read more about your rights in the Danish Data Protection Agency's [Datatilsynet] guidance on data subjects' rights, which you can find at www.datatilsynet.dk.

Complaint to the Danish Data Protection Agency

You have the opportunity to complain about our processing of your personal information to the Danish Data Protection Agency [Datatilsynet]. You can find the Danish Data Protection Agency's contact information on the Danish Data Protection Agency's website www.datatilsynet.dk.