



# Privacy Policy (GDPR)

**Blink Digital Recruitment UK Ltd**

Registered Address: 2 Edensor Road, Longton, Stoke-on-Trent, Staffordshire, ST3 2NU

Effective Date: 1 January 2026

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## 1. Introduction

Blink Digital Recruitment UK Ltd ("we", "us", "our") is committed to protecting and respecting your privacy. This policy explains how we collect, use, disclose, and safeguard your information when you visit our website and engage with our recruitment services.

We comply with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

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## 2. Data Controller

Blink Digital Recruitment UK Ltd is the data controller responsible for your personal data.

Contact details:

Email: [accounts@blinkrecruitment.net](mailto:accounts@blinkrecruitment.net)

Address: 2 Edensor Road, Longton, Stoke-on-Trent, Staffordshire, ST3 2NU

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## 3. Personal Data We Collect

We may collect and process the following categories of personal data:

### a) Candidates

- Name, address, phone number, email address
- CVs, employment history, qualifications
- Salary expectations
- References (where provided)
- Right to work documentation

### b) Clients

- Name, job title, company details
- Contact information
- Recruitment requirements

### c) Website Users

- IP address
- Browser type and version

- Pages visited and interaction data (via cookies)
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## 4. How We Collect Your Data

We collect data through:

- Website forms
  - Email and telephone communications
  - CV submissions
  - Third-party job boards (e.g., LinkedIn, Indeed)
  - Cookies and analytics tools
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## 5. Legal Basis for Processing

We rely on the following lawful bases under UK GDPR:

- **Consent** – where you have given clear permission
  - **Contract** – to perform a contract or take steps prior to entering one
  - **Legal obligation** – to comply with applicable laws
  - **Legitimate interests** – to operate and improve our recruitment services
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## 6. How We Use Your Data

We use your personal data to:

- Match candidates with job opportunities
  - Communicate with candidates and clients
  - Verify information and conduct reference checks
  - Maintain business records
  - Improve our website and services
  - Comply with legal and regulatory obligations
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## 7. Data Sharing

We may share your data with:

- Prospective employers (clients)
- Service providers (e.g., IT systems, CRM platforms)
- Regulatory authorities where required

We ensure all third parties respect the security of your personal data and process it in accordance with the law.

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## 8. International Transfers

Where data is transferred outside the UK, we ensure appropriate safeguards are in place, such as:

- Adequacy decisions
  - Standard Contractual Clauses (SCCs)
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## 9. Data Retention

We retain personal data only for as long as necessary:

- Candidate data: typically up to 2 years after last contact
  - Client data: for the duration of the business relationship and legal requirements
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## 10. Your Rights

Under UK GDPR, you have the right to:

- Access your personal data
- Request correction of inaccurate data
- Request erasure ("right to be forgotten")
- Restrict processing
- Data portability
- Object to processing
- Withdraw consent at any time

To exercise your rights, contact us at [Insert Contact Email].

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## 11. Data Security

We implement appropriate technical and organisational measures to protect your data, including:

- Secure servers
  - Access controls
  - Encryption where appropriate
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## 12. Cookies

Our website uses cookies to enhance user experience and analyse traffic.

You can manage cookie preferences via your browser settings.

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## **13. Complaints**

If you are not satisfied with how we handle your data, you can lodge a complaint with the Information Commissioner's Office (ICO):

Website: <https://www.ico.org.uk>

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## **14. Changes to This Policy**

We may update this policy from time to time. Updates will be posted on this page with a revised effective date.

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## **15. Contact Us**

If you have any questions about this Privacy Policy or our data practices, please contact:

Blink Digital Recruitment UK Ltd  
2 Edensor Road  
Longton  
Stoke-on-Trent  
Staffordshire  
ST3 2NU  
Email: [accounts@blinkrecruitment.net](mailto:accounts@blinkrecruitment.net)

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**End of Policy**