

By agreeing to this Consent Form you are giving Consent to **Pro Education**, which is a trading name of **Wise Employment (Swindon) Limited** (Company Number:2653264), who also trade as Elite Recruitment Solutions and WDS and to their sister organisation **Smart Recruitment Solutions (Swindon) Limited** (Company Number 6630307) to process the Personal Data and Sensitive Personal data detailed below.

Personal Data

- Name, address, date of birth, contact details (telephone number, e-mail address, postal address)
- Experience, training and qualifications
- Work history
- Curriculum Vitae
- Test/Assessment Results
- National Insurance Number
- Proof of eligibility to Work

Sensitive Personal Data

- Any disability/health condition which is relevant to the type of role that I am seeking
- Criminal conviction information

I consent to the Company processing the above data for the following purposes:-

- For the Company to provide me with work-finding services.
- For the Company to process or transfer data to client companies in order to provide me with work finding services. This may include adding personal information to third party Portals in order to administer the recruitment process.
- For the Company to process my data on a computerised CRM database in order to provide me with work finding services.
- For the Company to process my data on a computerised database called Logic Melon to provide me with work finding services.
- For the Company to process my data on a computerised training & testing databases called ISV, Educare and Skills Arena
- For the Company to process my data on a computerised marketing database in order to keep me updated with work finding opportunities, events and to request feedback on our services
- For the Company to process my data on a computerised Identity Service Provider (Yoti) to verify Right to Work where required.
- For the Audit of Files by external bodies, including the Recruitment & Employment Confederation (REC) and United Registrar of Systems (URS).

Consent to Audit of Files: As a Company accredited to the Recruitment & Employment Confederation (REC) Award, Pro Education is subject to external audits by the REC to ensure compliance with relevant legislation. I give consent for REC to look at my work-seeker file which includes personal data (including special categories of data such as health information and DBS check).

I am aware that the consent I give to the Company will last for a period of 1 year from the **latest of:-** the date this document was signed, the date I was last put forward for a position or the date I last carried out an assignment. I have received a copy of the Company's Privacy Notice and a copy of this Consent Form.

Withdrawal of Consent

You are entitled to withdraw your consent at any time, by either of the following methods:-

- By sending an e-mail to GDPR@pro-education.co.uk
- By visiting any of our branch locations and completing a Withdrawal of Consent Form

Please note that if you withdraw your Consent, we will no longer contact you regarding work opportunities, however, your data may still be processed to comply with legal requirements, contractual obligations or for the purpose of legitimate interests (Please refer to our Privacy Notice),