



GDPR PRIVACY POLICY

PEAK STAFFING SOLUTIONS LTD – PRIVACY POLICY (UK GDPR)

1. INTRODUCTION

Peak Staffing Solutions Ltd (“we”, “us”, “our”) is committed to protecting and respecting your privacy in full compliance with the UK GDPR and the Data Protection Act 2018. This policy explains how we collect, process, use, and protect the personal data of our candidates (work-seekers) and client company contacts.

- Company Name: Peak Staffing Solutions Ltd (Company Number: 15751705)
- Registered Office: 62 Scott Street, Barrow-in-Furness, Cumbria, LA14 1QE
- Contact Email: team@peakstaffsolutions.com

2. THE DATA WE COLLECT

When you register on our website, submit a CV, or contact our team, we collect and process the following information:

- Your full name, email address, telephone numbers, and home address.
- Your professional career history, CV data, qualifications, and employment history.
- Mandatory industry accreditations and safety certifications (e.g., CSCS cards, SMSTS, professional body memberships).
- Valid UK Right to Work documentation.

3. HOW WE USE YOUR DATA

We process your personal information under the lawful basis of "Legitimate Interest" to provide you with permanent work-finding services in the construction, civil engineering, and built environment sectors. We use your data to assess your background suitability for active vacancies, match your experience against client specifications, and communicate with you about career moves.

4. DATA SHARING & CONFIDENTIALITY

We operate with strict privacy standards. We will never share, distribute, or submit your CV, personal details, or qualification files to any third-party client or employer without first discussing the specific project vacancy with you and obtaining your explicit consent.

5. DATA RETENTION

We store your candidate profile data securely on our recruitment storage systems. If we have had no meaningful commercial contact or placement activity with you for a period of 2 years, your personal data will be securely and permanently deleted from our active databases.

6. YOUR LEGAL RIGHTS

Under the UK GDPR, you hold the following statutory rights regarding your personal information:

- The Right to Access: You can request a full copy of the personal data we hold about you at any time.
- The Right to Erasure: You can ask us to completely delete your CV, registration files, and data from our systems at any time.
- The Right to Rectification: You can ask us to update, modify, or correct any inaccurate details on your file.

To exercise any of these rights, please email us directly at team@peakstaffsolutions.com.

Peak Staffing Solutions Ltd is fully registered with the Information Commissioner's Office (ICO). You also retain the right to lodge a formal complaint regarding our data handling with the ICO.