

Candidate Privacy Policy

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**Boyum IT Solutions
Denmark (HQ)**

hr@boyum-it.com
+45 40 70 11 80
Brabrand, DK

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Introduction

At Boyum IT, we respect your data privacy.

This Privacy Policy explains how Boyum IT Solutions A/S and its affiliated group companies ("Boyum IT", "we", "us", "our") collect and process your personal data in connection with applying for a position within the Boyum IT group.

The Boyum IT entity to which you apply is the primary data controller responsible for your personal data. Other Boyum IT group entities may also process your personal data as joint controllers where relevant to the recruitment process.

Please read this notice carefully to understand how we collect, use, and share your personal data. If you have any questions regarding our processing of your personal data, please contact us at dataprivacy@boyum-it.com.

What personal data we collect

We collect and process the following personal data:

- Personal information and contact details
- Education and employment history
- Cover letter, CV, and any attachments you provide
- Portrait photo (if included by you)
- Interview notes and assessments
- Personality, cognitive, or technical test results (where applicable)
- References (where relevant and with your consent)
- Portfolio or other supporting materials

How we collect your data

We collect personal data:

- Directly from you
- Through application forms on our website, which are managed using tools such as HubSpot
- From recruitment agencies (if applicable)
- From referees (with your consent)
- From publicly available professional sources (e.g. LinkedIn, Jobnet, Jobindex).

When you apply via LinkedIn or similar platforms, those platforms act as independent data controllers and process your data in accordance with their own privacy policies.

How and why we use your personal data

We use your personal data to:

- Assess your application and suitability for employment

- Manage and communicate with you during the recruitment process
- Conduct interviews, evaluations, and relevant assessments
- Share your application with relevant Boyum IT entities globally where appropriate
- Take steps prior to entering into an employment contract

We process your personal data based on our legitimate interest in managing recruitment processes and identifying suitable candidates.

In certain cases, we rely on your consent, for example when conducting personality or technical tests or when contacting your references.

We may also process your data to comply with legal obligations where applicable.

Disclosure of personal data

Your personal data may be shared with:

- Relevant employees involved in recruitment (e.g. HR and hiring managers)
- Boyum IT group entities globally, where relevant to your application and preferences
- External service providers supporting recruitment and employment processes, including applicant tracking, communication, and data collection tools (e.g. HubSpot), as well as Employer of Record (EOR) providers where applicable, including in countries where Boyum IT does not have a local entity

Data sharing within the Boyum IT group is conducted through secure internal systems.

All recipients process personal data under appropriate confidentiality and data protection obligations.

Retention period

We retain your personal data for as long as necessary to complete the recruitment process.

If you are not selected, your data will be retained for up to **6 months** after the recruitment process has concluded.

After this period, you will have the opportunity to reconfirm that you want to remain as an active candidate in Boyum IT.

Your rights

Under the General Data Protection Regulation, you have the right to:

- Access your personal data
- Request correction of inaccurate data
- Request deletion of your data

- Request restriction of processing
- Object to processing based on legitimate interests
- Request data portability (where applicable)
- Withdraw your consent at any time
- Lodge a complaint with a supervisory authority

Obligation to provide data

Providing your personal data is voluntary. However, if you do not provide the necessary information, we may not be able to assess your application or proceed with the recruitment process.

Contact

Please do not hesitate to contact us at hr@boyum-it.com if you have any questions regarding the protection of your personal data or if you wish to exercise your legal rights.

Boyum IT Solutions A/S
 Sintrupvej 71b
 DK-8220 Brabrand

We reserve the right to change this privacy notice.

Version and History

Date	Version	Description	Author	Approved by
August 2020	1.0	Candidate Privacy Policy released	YAVY	NFB
May 2026	2.0	Updated privacy notice with changes to content, structure, and alignment with GDPR requirements.	YAVY	NFB