

# Privacy Policy

**Last updated:** 01-01-2025

**More Opportunity** ("we," "our," or "us") is committed to protecting and respecting your privacy. This Privacy Policy outlines how we collect, use, and safeguard your personal data in compliance with the **General Data Protection Regulation (EU) 2016/679 (GDPR)** and other applicable European and Dutch data protection laws.

## 1. Who We Are

More Opportunity is a **secondment agency**, providing recruitment, career development, and job placement services to professionals and businesses. We act as both a **data controller** and **data processor** in accordance with GDPR, depending on the specific processing activities involved.

### Contact Details:

- **Company Name:** More Opportunity
- **Business Address:** Timorplein 34, 1094CC Amsterdam, The Netherlands.
- **Email:** [contact@moreopportunity.net](mailto:contact@moreopportunity.net)
- **Data Protection Officer (DPO):** dpo@moreopportunity.net

If you have any questions regarding this Privacy Policy or your personal data, you can contact us via the details above.

## 2. What Personal Data We Collect

We collect and process personal data necessary for our recruitment and secondment services. The types of personal data we process include:

**Identification Data:** Name, address, email, phone number, date of birth.

**Professional Information:** CV, job history, education, qualifications, skills, certifications, references.

**Employment Preferences:** Desired job role, location, salary expectations, availability.

**Communication Data:** Emails, messages, call records, and other correspondence.

**Website & Technical Data:** IP address, browser type, and usage data when accessing our website.

**External Sources:** Publicly available data from sources like LinkedIn, job boards, and social media, when relevant for job matching.

We do not collect or process sensitive personal data (such as race, religion, health data, or biometric data) unless explicitly required by law or necessary for specific recruitment purposes, with your explicit consent.

### 3. How We Use Your Data

Your personal data is processed for the following purposes, in line with GDPR Article 6 (Lawfulness of Processing):

**Job Placement & Recruitment:** Matching candidates with job opportunities and facilitating employment contracts.

**Application Processing:** Evaluating suitability for available roles and communicating with candidates.

**Career Development & Training:** Providing mentorship and upskilling opportunities.

**Legal & Compliance Requirements:** Meeting legal, regulatory, and tax obligations related to employment.

**Business Operations & Communication:** Managing our relationship with clients and professionals, including responding to inquiries and feedback.

**Website Analytics & Improvement:** Using technical data to analyze site performance and improve user experience.

Processing is based on the legal grounds of **contract performance**, **legitimate interest**, and, in certain cases, **explicit consent** where required.

### 4. How We Share Your Data

We may share your personal data with the following parties, but only as necessary:

**Potential Employers and Clients:** To facilitate job placements and employment discussions.

**Third-Party Service Providers:** IT service providers, cloud hosting services, and CRM software used for recruitment management.

**Legal and Regulatory Authorities:** Where required by Dutch or European law, including compliance with tax, labor, or security regulations.

**Auditors & Compliance Bodies:** To meet certification, quality control, and regulatory compliance standards.

We do not sell or rent your personal data to third parties. All third-party service providers are contractually obligated to comply with **data protection regulations**.

## 5. Data Retention

We retain your personal data only for as long as necessary to fulfill the purposes outlined in this Privacy Policy, subject to the following conditions:

- If no job placement occurs, personal data is stored for **up to 2 years** after the last interaction unless deletion is requested.
- If a candidate is successfully placed, data may be stored for **legal, tax, and compliance purposes**, in line with applicable retention periods.
- CVs and application data may be retained for future job opportunities, with explicit consent.
- If personal data is obtained from **public sources**, we will contact the individual within **30 days** to confirm consent for further processing.

Individuals can request data deletion at any time, subject to legal obligations.

## 6. Your Rights Under GDPR

Under the **General Data Protection Regulation (GDPR)**, you have the following rights regarding your personal data:

**Right of Access:** Request a copy of your personal data.

**Right to Rectification:** Correct inaccurate or incomplete information.

**Right to Erasure (Right to be Forgotten):** Request deletion of your data, unless legal obligations require retention.

**Right to Data Portability:** Transfer your personal data to another service provider.

**Right to Restrict Processing:** Limit how your data is processed under certain conditions.

**Right to Object:** Object to data processing based on legitimate interests.

To exercise any of these rights, please contact us at [contact@moreopportunity.net](mailto:contact@moreopportunity.net). We will respond to requests within **one month**, as required by GDPR.

## 7. Data Security

We implement strict technical and organizational security measures to protect personal data, including:

**Encryption** of data to prevent unauthorized access.

**Access controls** ensuring only authorized personnel handle personal data.

**Regular security audits** to identify and mitigate risks.

In the event of a **data breach**, we will notify affected individuals and the relevant **Data Protection Authority (Autoriteit Persoonsgegevens in the Netherlands)** as required by GDPR.

## 8. Cookies & Website Tracking

Our website uses cookies to:

- Improve user experience.
- Analyze website performance and visitor interactions.
- Enable essential website functions.

You can manage cookie preferences through your browser settings. For more details, refer to our **Cookie Policy**.

## 9. International Data Transfers

If personal data is transferred outside the **European Economic Area (EEA)**, we ensure compliance with GDPR through:

- **Standard Contractual Clauses (SCCs)** approved by the European Commission.
- **Data Protection Agreements (DPAs)** with third-party providers handling personal data.

All international transfers are conducted with adequate safeguards to ensure data protection.

## 10. Melding van Data-incidenten

If you suspect a **personal data breach**, please report it immediately via **[Insert Data Breach Contact Email]** so that we can take appropriate action.

## 11. Changes to This Policy

We may update this Privacy Policy periodically to reflect changes in our services, legal obligations, or regulatory requirements. The latest version will always be available on our website.

**Last Updated:** 01-01-2025

## 12. Complaints & Contact Information

If you believe your data has been misused, you have the right to lodge a complaint with the **Autoriteit Persoonsgegevens (Dutch Data Protection Authority)** or your local data protection authority.

For any questions about this Privacy Policy, contact us at: [contact@moreopportunity.net](mailto:contact@moreopportunity.net)

### **More Opportunity**

Timorplein 34,  
1094CC Amsterdam,  
The Netherlands  
[contact@moreopportunity.net](mailto:contact@moreopportunity.net)

**More Opportunity – Committed to Privacy & Data Protection**