



Applicant Privacy Notice

This Privacy Policy was last modified February 2021.

This Applicant Privacy Notice (“**Privacy Notice**”) applies to individuals that apply for employment with BECU Credit Union (“**BECU**” “**we**”, “**our**”, or “**us**”) through our online careers page (the “**Careers Website**”). This Privacy Notice is designed to inform you of the information we collect about you during the online application process, how we use this information, with whom we share it, and the choices you have in connection with this information.

INFORMATION WE COLLECT

When you apply for employment through our Careers Website, we collect information that identifies, relates to, describes, is capable of being associated with, or could reasonably be linked, directly or indirectly, with you (“**Personal Information**”). We collect Personal Information from you in the following ways:

A. Information You Provide To Us

When you apply for a position at BECU through our Careers Website, we collect the following types of Personal Information from you as an applicant:

- **Personal Identifiers.** Such as your name, email address, physical address, telephone number, and username and password for the Careers Website
- **Professional or Employment Information.** Such as your resume/CV, certifications, qualifications, employment history, and educational history.
- **Protected Classifications.** Such as race, gender, any disabilities you may have, and military or veteran status.
- **Inferences.** Including any information drawn from any of the above categories to create a profile about an applicant reflecting the applicant’s **characteristics**, psychological trends, preferences, predispositions, behavior, attitudes, intelligence, abilities, and aptitudes.

When you apply for a position at BECU through our Careers Website, you have the option to elect to receive notifications from us on new positions with BECU. If you elect to receive these notifications, we will collect your:

- **Personal Identifiers.** Such as your name and email address.

If we make you a conditional offer of employment, we will ask for additional information so that we can carry out our pre-employment checks. This information includes:

- **Personal Identifiers:** Such as your date of birth, Social Security number, driver’s license number, and passport number.

B. Information Collected Automatically

In addition to the Personal Information you provide directly, we may also collect internet and other electronic network information and location information automatically as you use the Careers Website via cookies. These cookies collect information regarding your interaction with our Careers Website, your usage and browsing history, IP address, and device information. We use this information to prevent fraudulent use of the Careers Website, to enable the Careers Website to function properly, to provide enhanced functionality, diagnose server errors, and in cases of abuse, mitigate and track the abuse. To disable cookies and limit the collection and use of information through them, you can set your browser to refuse cookies or indicate when a cookie is being sent. When you opt out, an opt-out cookie will be placed on your device. The opt-out cookie is specific to your browser and device and will only last until cookies are cleared from your browser or device.

Our Careers Website also employs Google Analytics. We use Google Analytics to collect information on your use of The Careers Website to improve the Careers Website. In order to collect this information, Google Analytics may set cookies on your browser, or read cookies that are already there. Google Analytics may also receive information about you from applications you have downloaded that partner with Google. We do not combine the information collected through the use of Google Analytics with personally identifiable information. Google’s ability to use and share information collected by Google Analytics about your visits to the Careers Website is restricted by Google’s [Terms of Use and Privacy Notice](#). To prevent your information from being collected and used by Google Analytics, you can download the [Google Analytics Opt-Out Browser Add-On](#) for Google Analytics.

C. Information Collected from Third Party Sources

Subject to legal requirements, we may use external services to conduct a background check on you during the application process. In doing so, we collect the following Personal Information from our background check vendor:

- **Personal Identifiers.** Such as your name, physical address, telephone number, and Social Security number.
- **Professional or Employment Information.** Such as your employment history and educational history.

HOW WE USE YOUR INFORMATION

As an applicant, we use your Personal Information for a variety of purposes. These purposes include:

- To process, manage, and review your application.
- To recruit applicants for positions.
- To communicate with you about your application or to respond to any questions you may have.
- To conduct reference and background checks.
- To assess your suitability for the position for which you have applied.
- To monitor compliance with equal opportunities and non-discrimination policies, where permitted by applicable law.
- To assess your working capacity.
- To conduct pre-employment screening.
- To conduct data analysis, fraud monitoring, and prevention.
- To send you notification of newly available positions at BECU.
- To comply with the law and respond to legal processes, such as subpoenas, to pursue legal rights, defend litigation, or comply with requests from law enforcement or regulatory authorities.

HOW WE SHARE YOUR INFORMATION

General Sharing

From time to time, BECU may need to make the Personal Information identified in this Privacy Notice available to our service providers, within BECU, or with other third parties. These instances include:

- **To Validate Your Applicant Information:** Subject to legal requirements, we may use external services to process, and/or validate your Personal Information. You will also be asked to provide equal opportunities information. This is not mandatory – if you do not provide it, it will not affect your application. Any Personal Information you provide will be used to produce and monitor equal opportunities statistics.
- **With Third-Party Service Providers.** We share Personal Information with our service providers, such as our IT support, background screening provider, data analytics provider, and our application software provider.
- **During a Corporate Reorganization.** In the event that we enter into, or intend to enter into, a transaction that alters the structure of our business, such as a reorganization, merger, acquisition, sale, joint venture, assignment, consolidation, transfer, change of control, or other disposition of all or any portion of our business, assets or stock, we may share your Personal Information.
- **For Legal Purposes.** We may need to disclose some of your Personal Information to third parties, such as legal advisors, law enforcement agencies, or governmental/regulatory bodies in order to protect our legal interests and other rights, protect against fraud or other illegal activities, for risk management purposes, and to comply with our legal obligations.

Sharing in the Past Twelve (12) Months

- **For a Business Purpose.** In the preceding twelve (12) months, BECU has disclosed the following categories of Personal Information for a business purpose with the following categories of third parties:
 - We have disclosed your personal identifiers, protected classifications, professional or employment related information, location information, and internet and other electronic network activity information to our service providers that help us perform application-related services and functions. These service providers include our background screening provider, data analytics provider, IT support, and our application software provider.
 - We have disclosed your internet or other electronic network information to IT support to detect security incidents, protect against malicious, deceptive, fraudulent, or illegal activity, and to identify and repair Careers Website errors that impair functionality.
- **For Sale.** BECU does not sell your Personal Information.

DO NOT TRACK DISCLOSURE

We do not support Do Not Track (DNT). [Do Not Track](#) is a preference you can set in your web browser to inform websites that you do not want to be tracked. You can enable or disable Do Not Track by visiting the Preferences or Settings page of your browser.

INFORMATION SECURITY

We implement and maintain reasonable security measures to protect the Personal Information we collect and store from unauthorized access, destruction, use, modification, or disclosure. However, no security measure or modality of data transmission over the internet is 100% secure and we are unable to guarantee the absolute security of the Personal Information we have collected from you.

CHILDREN'S PRIVACY

The Careers Website is not intended for individuals under the age of eighteen (18) years. Accordingly, we do not knowingly collect or share Personal Information from children.

CHANGES TO THIS PRIVACY POLICY

We may change this Privacy Notice from time to time. We will post the changes to this page and will indicate the date the changes go into effect. We encourage you to review our Privacy Notice to stay informed. If we make changes that materially affect your privacy rights, we will notify you of the changes by email.

CONTACT

If you have any questions about this Privacy Notice or the Careers Website, please contact us at 800-233-2328.