

Thanks, you for your interest in the Swedish Committee for Afghanistan (SCA) and the career opportunities. Protecting your privacy and personal data is important to us. Please note that this privacy policy applies only to the Careers pages.

The personal data collected and processed through our career pages will be accessible only to selected SCA employees or external recruiters selected by SCA and for recruitment purposes only. The Stockholm-based HR Officer and recruiting manager will always have access to all information you choose to upload. The only required information from our side is your CV and cover letter, and we kindly ask you not to upload more files than that.

After a shortlisting process a selected recruitment panel will have access to all data about the shortlisted candidates. If you have applied for a position in Afghanistan, then your data will be shared with a recruitment panel of SCA staff members in Afghanistan.

Your personal data will be kept in confidence and we will keep it as long as the recruitment is active. After we have closed the recruitment (by signing a contract with a candidate) we will retain your personal information for 6 months as is required by Swedish law and to account for the probationary contract period. During these 6 months only SCA's Stockholm-based HR officer and recruiting manager will have access to your personal information. After those 6 months we will destroy your records unless you have applied for another position, in which case it will be kept for that recruitment process.

You have the right to have your personal data corrected or completely deleted upon request. You can also update your profile at any time by following the same procedure to submit a new application.

If you wish to file a complaint about SCA's handling of your personal information, you should contact the Swedish Data Protection Authority (DPA, *Datainspektionen*, <https://www.datainspektionen.se>). The DPA is the Swedish public agency (*myndighet*) that oversees protection of individual's privacy in accordance with GDPR.

Appropriate technical and organizational security measures are taken and maintained to protect personal data against accidental, unlawful or unauthorized access, use, disclosure, alteration, destruction or loss of personal data.

Any changes we make to our data protection policies will be posted on this page. Please check back frequently to see any updates or changes to the policy.