



# Privacy Notice for Job Applicants

Your personal information is important to us. When you apply for a position at [Client/Employer Name], we collect and use your details only for recruitment and employment purposes.

If we carry out background checks, these will be done by our trusted screening partner, BoldLine Screening and Vetting, and may include identity, qualification, employment, criminal record, or credit checks (where relevant to the role). We will always request your consent before doing these checks.

We keep your information secure and only share it with authorised third parties who help us verify your details. Your data will not be sold or used for unrelated purposes.

You have rights under the Protection of Personal Information Act (POPIA), including the right to:

- Ask what information we hold about you,
- Request corrections if it is incorrect, and
- Withdraw your consent (though this may affect your application).

For questions or to exercise your rights, please contact our Information Officer at [tomfrazier@boldline.co.za](mailto:tomfrazier@boldline.co.za).



## CANDIDATE CONSENT FOR BACKGROUND CHECKS

I, [\_\_\_\_], with South African ID / Passport number [\_\_\_\_], apply for employment with [\_\_\_\_\_].

I understand that [Client/Employer Name] may use BoldLine Screening and Vetting to carry out background checks that are relevant to the position I have applied for. These checks may include:

- Identity and address verification
- Criminal record check (through SAPS or authorised channels)
- Credit check (only if the job involves financial responsibility)
- Employment history and reference checks
- Education and professional qualification checks

I confirm that:

1. I give informed consent for these checks to be done.
2. I understand my personal information will be collected and used only for employment purposes, in line with the Protection of Personal Information Act (POPIA).
3. I know I can ask what information is held about me and request corrections if it is wrong.
4. I may withdraw my consent at any time, but I understand this may affect my job application.

Signature: \_\_\_\_\_

Full Name: \_\_\_\_\_

Date: \_\_\_\_\_

Before submission, show a checkbox with this text:

☐ I consent to [Client/Employer Name] and its screening partner, BoldLine Screening and Vetting, collecting and processing my personal information for employment-related background checks (including ID, employment, education, criminal and/or credit checks where relevant). I understand this is done in line with the Protection of Personal Information Act (POPIA), and that I may request access to or correction of my information at any time.