

Applicant Privacy Policy

DSCI respects the privacy of our employees and prospective employees and is committed to complying with all applicable privacy laws in the jurisdictions in which we operate. The following is intended to provide you with information regarding how DSCI will use your personal information.

DSCI Human Resources collects your personal information solely for the purpose of determining your suitability for employment and in order to comply with applicable laws and regulations. If you are hired, we will use certain information for your DSCI employment record. We do not use the information you submit for purposes unrelated to your employment.

While most of the information we collect comes from you, we may use third party information to verify your credentials or conduct background investigations.

Your information will be accessible only to DSCI staff and designated agents who have a need to know the specific information in order to carry out their responsibilities with regard to recruitment or employment laws and/or regulations. We will not disclose your information to job banks, other companies or external parties without your written permission.

DSCI will retain your information through the end of the calendar year and for two years following a hiring decision. After that time, your information will be deleted.

DSCI will protect your information from loss, theft, and unauthorized use. Further, we maintain separate files for employment information and medical information. No medical information will be provided to hiring managers or stored in your personal employee file.

If you have questions or concerns about DSCI's Applicant Privacy Policy, please call the Human Resources office at 732-542-3113 or hr@dsci.com

This policy may change from time to time to comply with employment laws and regulations. This policy version was issued July 13th 2007.

