



Privacy Policy

Genesis Staffing Solutions Ltd

Company No: 17024483

Registered in England & Wales

Registered Office:

St George's Community Hub, Great Hampton Row. Birmingham, B19 3JG

Telephone: 0121 725 0155

Email: genesisstaffingltd@gmail.com

Effective Date: 23/02/2026

(UK GDPR Compliant)

Genesis Staffing Solutions Ltd

ICO Registered ICO: ZC091625

Company No: 17024483

1. Introduction

We are committed to protecting your personal data in accordance with:

- UK GDPR
- Data Protection Act 2018

2. Information We Collect

We may collect:

From Candidates:

- Name
- Contact details
- CV and employment history
- Right to Work documentation
- DBS information (where applicable)
- Training and qualification records
- Bank details (for payroll once engaged)

From Clients:

- Business contact details
- Booking information
- Invoicing details

3. Lawful Basis for Processing

We process data under:

- Contractual necessity
- Legitimate interests
- Legal obligation
- Consent (where required)

4. How We Use Data

We use personal data to:

- Assess candidate suitability
- Arrange placements
- Conduct compliance checks
- Process payroll and invoices
- Maintain safeguarding standards

5. Data Sharing

We may share data with:

- Client organisations
- Payroll providers
- Pension providers
- Compliance screening providers
- HMRC and regulatory bodies (where required)

We do not sell personal data.

6. Data Retention

We retain data only as long as necessary in line with recruitment industry standards and legal requirements.

7. Your Rights

Under UK GDPR you have the right to:

- Access your data
- Rectify inaccuracies
- Request erasure
- Restrict processing
- Object to processing
- Data portability

Requests can be sent to: genesisstaffingltd@gmail.com

8. Complaints

You may complain to the Information Commissioner's Office (ICO) if you believe your data rights have been breached.