Bioventus Job Applicant Privacy Notice

Last updated: April 17, 2024

# Introduction

Thank you for your interest in working at Bioventus LLC (“Bioventus,” “we,” and “us”). This Privacy Notice describes how we collect, use, share, and protect the personal data we collect from job applicants like you.

For the purposes of this Notice, personal data means any information about an identifiable individual collected in connection with the recruitment process. Personal data excludes anonymous or de-identified data that is not associated with a particular individual.

Bioventus is the controller under applicable data protection law for any personal data collected, processed, used, disclosed, or transferred in connection with your job application or the recruitment process.

If you are not a job applicant, please read our general [Privacy Policy](https://www.bioventus.com/privacy-policy/) for more information on how your personal data is processed.

# How We Collect Personal Data

Bioventus may collect personal data in connection with our recruiting activities:

* From you: Information may be collected when you provide it to us via your job application or during other online or offline interactions, such as an interview or emails with a recruiter.
* From your devices: The devices you use to access our website may provide information to us, including the model, operating system, your Internet Protocol (“IP”) address, and other unique identifiers. To collect much of this information, we use cookies, web beacons, and other similar technologies. Please see the section below titled “Cookies and Similar Technologies” for more information.
* From third parties: Our vendors and service providers, such as background check providers, to the extent permitted by law, may provide us with information about you. You may also give us permission to access your information from third parties such as your former employers or other references you provide.
* From publicly available information: If you choose to post publicly on third-party sites, such as on social media networks like Facebook or LinkedIn, we may collect information that you make public on these sites.

# How We Use Personal Data

Bioventus may use your personal data we collect:

* To process your employment application, including collecting relevant employment and skills data, assessing your suitability for the role, scheduling and holding conversations or interviews with you, and communicating with you about the status of your application and our hiring decisions.
* To verify your information and carry out employment, criminal background, and reference checks, where applicable, subject to your consent where required by law.
* To suggest job vacancies that may meet your skills or interests.
* To store your candidate profile information for future job applications and to meet our legal retention obligations, as described in the Retention of Personal Data section below.
* To comply with applicable laws, regulations, industry codes of conduct, and our legal obligations.
* To protect our rights, property, safety, and those of our users and employees, including to detect, prevent, or otherwise address fraud, security, or technical issues.

We will only process your personal data for the purposes we collected it. If we need to process your personal data for another purpose, we will provide notice to you and, if required by law, seek your consent.

# Legal Bases to Process Personal Data

Bioventus uses personal data when one of the following legal bases applies:

* Your consent to use your personal data for processing your job application.
* Our legitimate business interest in filling our job vacancies with qualified candidates.
* When necessary to meet our legal obligations.

# What We Do Not Do with Your Personal Data

We do not sell job applicant personal data for monetary or other valuable consideration. We also do not share job applicant personal data for behavioral advertising purposes, including cross-context behavioral advertising. We do not use sensitive personal data for inferring characteristics about individuals. We do not use automated processing of personal data for profiling purposes.

# Types of Personal Data We Collect

Bioventus may collect the following categories of personal data, some of which we require in connection with our recruiting process:

* Identifiers and contact information, such as your name and any aliases or nicknames, title, date of birth, driver’s license number, passport number, Social Security or other national identification number, home address, phone number, email address, or other addresses at which you can receive communications.
* Sensitive demographic information, such as your gender, race, national origin, disability status, military service information and veteran status, citizenship and visa information, and criminal background check information and drug test results, where permitted by local law.
* Professional and educational information, such as your resume, employment preferences, current or past education and work history, professional qualifications and certifications, special competencies, salary expectations, language skills, reasons for prior terminations, the names of relatives working at Bioventus or individuals who may have referred you to a position, and interview notes.
* Internet-related activity information, such as IP address, device information, login credentials for our websites, and analytics data about your use of our websites, such as the dates and times you access the website, browsing behavior, and other interactions with the website, including data from cookies.
* Audio, video, and pictures, such as recordings of your video interviews, to the extent you provide consent to these recordings, and security footage that may include your image if you visit one of our facilities.
* Any other information you voluntarily provide to us during the application process such as supporting documentation attached to your application or other information that you have made publicly available, such as through social media profiles like LinkedIn.

# How We Share Personal Data

Bioventus may share your personal data for the following purposes:

* With third-party service providers that we hire to perform various services and functions to assist us with administering the recruitment process, such as data storage, background checks, or legal services. Your information will only be shared on the condition that the service providers use your information only to fulfill the agreed services on our behalf.
* With law enforcement or governmental agencies if required by law.
* With a third party if we believe disclosure is necessary or appropriate to protect the rights, property, or safety of Bioventus, our customers, or others.

# Links to External Websites

The website may contain links to other websites or resources over which Bioventus does not have control, including links to social media pages. Such links do not constitute an endorsement by Bioventus of those other websites. Your use of other websites is subject to the terms of use and privacy notices located on those other websites. We encourage you to read the privacy notice of any website you visit before providing any information to the operator of that website.

# Cookies and Similar Technologies

Bioventus uses the technologies described below to collect technical information to provide, secure, and maintain our website, to personalize your experience, and to analyze and improve our website.

* Cookies: Small files that are transferred to your device’s hard drive to store user preferences and other types of information to help us provide you with certain features.
* Web Beacons or Pixels:  Electronic images placed in the code of a webpage, application, or email that allow us to monitor things such as user activity and site traffic.
* Tags: Pieces of code, or tags, which gather information about users. For example, tags are used on our Platform to better understand online usage patterns and trends.

To learn more about the cookies used on our websites, or to change or withdraw your consent at any time, please click the Cookie Settings link in the cookie notice banner or in the footer of our websites.

You may also alter your browser settings to block cookies. Browsers are different, so refer to instructions related to your browser to learn about cookie-related and other privacy and security settings that may be available. For more information on cookies and how to disable them, you can consult the information provided by visiting the Networking Advertising Initiative site at [https://optout.networkadvertising.org/](https://optout.networkadvertising.org/?c=1) and the Digital Advertising Alliance site at <https://youradchoices.com/>.

# Google Analytics

We use Google Analytics to understand how users interact with our websites and to improve how our business communicates its commercial message online. Google Analytics is a service provided by Google. Google Analytics uses cookies, which transmit anonymized or truncated personal data to a Google server. The information about our websites generated by a Google Analytics cookie helps us evaluate the use of our websites, compile reports on the website activity, and provide us with other services relating to website activity and internet usage.

You can find more information about Google’s data protection practices and terms of use by visiting Google’s websites at <https://www.google.com/analytics/terms/us.html> and <https://policies.google.com/privacy>.

You can prevent Google from collecting and processing cookie-generated data relating to your use of a website by downloading and installing the browser plug-in available at the following link: <http://tools.google.com/dlpage/gaoptout>.

# reCAPTCHA

We use the "reCAPTCHA" service from Google to protect the information that you provide on our website. With this service, we can differentiate between information entered into a form by a human and information entered by an automated machine (“bot”).

The information obtained via the reCAPTCHA service is used in accordance with Google's Usage Terms and Conditions: <https://policies.google.com/privacy>.

# Data Transfers

At times, your personal data may be transferred to service providers or systems in countries that may not offer a level of data protection equivalent to that in your country, including the United States. Where such transfers occur, Bioventus complies with the cross-border data transfer and export control laws of the countries in which it operates.

For personal data exports out of the European Union (“EU”) or European Economic Area (“EEA”), Bioventus enters into the European Commission’s Standard Contractual Clauses with the recipient to ensure compliance with the special requirements on transfers of personal data out of such countries. Where necessary, Bioventus will take appropriate supplementary measures to ensure an essentially equivalent level of data protection to that guaranteed in the EEA, in accordance with European Data Protection Board (“EDPB”) recommendations.

# How We Secure Personal Data

We have reasonable and appropriate security measures in place to protect against the loss, misuse, and alteration of any personal data we receive about you.

We require all our third-party service providers, by written contract, to implement appropriate security measures to protect your personal data consistent with our policies and any data security obligations. We do not permit our third-party service providers to process your personal data for their own purposes.

# Retention of Personal Data

Except as otherwise permitted or required by applicable law or regulation, we will retain your personal data for as long as necessary to fulfill the purpose for which it was collected or to comply with legal or regulatory requirements. We strive to retain your personal data no longer than is reasonably necessary to carry out the purposes listed in this Notice or as required by law.

If you are offered and accept employment with Bioventus, the personal data we collected during the application and recruitment process will become part of your employment record, and we may use it in connection with your employment consistent with our employee personal data policies.

Under some circumstances we may anonymize your personal data so that it can no longer be associated with you. We may use such anonymous and de-identified data for our legitimate business purpose.

If you are a resident of the European Economic Area, we will ask for your consent to store your application data for consideration of future job opportunities.

# Your Privacy Rights

Some privacy laws, including the European (“EU”) General Data Protection Regulation (“GDPR”) and California Consumer Privacy Act (“CCPA”), provide certain rights for individuals. You may have the following rights, in accordance with applicable laws and subject to necessary validation of your identity:

* Withdraw Consent. If we use or share your personal data based on your consent, you may withdraw your consent at any time by contacting us.
* Access. You may request access to or copies of your personal data. You may also request information about what types of personal data we have, the purposes for which we process it, and who has received access to or a copy of your personal data.
* Correction. You may request that we correct your personal data if you think it is inaccurate or incomplete.
* Deletion. You may request that we erase or delete your personal data in certain circumstances.
* Limitation. You may request that we only process your personal data for specific, lawful purposes. This includes your right to “opt-out” of, “object” to, or “restrict” certain data processing.

To exercise these rights, please send an email to privacy@bioventus.com with the details of your request.

You will not receive discriminatory treatment if you exercise any of the rights conferred to you by law. Please note that, depending on the circumstances and where you are located, not all of the privacy rights provided in this Notice may be available to you.

We will handle any request to exercise your rights in accordance with applicable law, but please note that these rights may not be absolute. Bioventus may refuse or deny a request in accordance with applicable laws.

# Lodging a Complaint

If you believe we are using, disclosing, or otherwise processing your personal data in a way that is not in accordance with applicable law, you can lodge a complaint with the relevant data protection authority in your state, country, or region.

# Changes to this Notice

We may periodically update this Notice to describe changes to our collection and use of personal data. We encourage you to periodically review this Notice for the latest information on our privacy practices.

# Contact Information

All questions, complaints, or comments about this Notice or Bioventus’ data protection practices can be emailed to Bioventus’ Data Protection Officer at privacy@bioventusglobal.com. You may also contact us using the information below:

Bioventus LLC

ATTN: Compliance Department

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Suite 400

Durham, NC 27703

1-800-836-4080