SMBC Privacy Statement – Careers at SMBC

1. Registration

By registering as a user on the Careers website at SMBC, you voluntarily choose to provide SMBC and any member of SMBC Group (including related companies such as The Japan Research Institute Singapore Branch, SMBC parent company, subsidiaries and SMBC's head office, other branches and representative offices) with your personal data and you explicitly consent to the collection, use, disclosure, transfer (including outside of the country), processing and retention of the information, subject to the guidelines as described herein and the applicable country personal data protection/privacy policy/privacy notice (the links to which are found in Section 4 (Country Specific Personal Data Protection/Privacy Policy/Privacy Notice below) . References to SMBC include such parent company, related companies, subsidiaries, head office, other branches and representative offices.

You hereby acknowledge that SMBC as a global company operates joint administrative and cross-nationally by using multiple systems in order to share information about human resources for the purposes of a more unified recruiting process. SMBC may process the personal data manually or automatically by authorized employees of SMBC and/or other authorized assigned third parties. Furthermore any assigned third party processing your personal data on behalf of SMBC, if the case may be, shall in general, be obliged to maintain confidentiality.
Your personal data may be stored and processed by SMBC to share it with any member of SMBC Group worldwide within the scope of the recruiting purposes and for contacting you about job opportunities at SMBC.

When you register as a user on the website Careers at SMBC, SMBC may record your IP address, name, surname, date of birth, address, telephone number or email-address and use cookies and other Internet technologies to gather general information about you. By registering as a user on the website Careers at SMBC, you explicitly confirm that you are interested in an employment at SMBC. You therefore voluntarily provide your personal data to be used for recruiting purposes in particular for filling and matching your profile with any and all open positions at SMBC, including beyond those for which you specifically applied and for purposes specified in the applicable country personal data protection/privacy policy/privacy notice. The registration process is a default setting of the application process. If your application refers solely to one specific job opportunity then the process mentioned under Section 2 (Application) below applies.

In the event that there is any personal data of any individual that you will be or may be providing or disclosing to SMBC, you hereby undertake that you have obtained, prior to disclosing such personal data to SMBC, (and shall maintain) the consent of such individuals which:

(i) permit you to disclose the individuals' personal data to SMBC; and
(ii) permit SMBC to collect, use, disclose, transfer, retain and/or process the individuals' personal data.

You also hereby agree to undertake any necessary actions to ensure that those individuals have already read and have a good understanding of the details and terms contained in SMBC's Country Specific Personal Data Protection/Privacy Policy/Privacy Notice links below prior to the disclosure, sending, and/or transfer of personal data to SMBC.

SMBC does not sell your personal data to third parties. If there is a job opportunity within SMBC and it matches your profile, SMBC may forward your data to the responsible SMBC managers within SMBC Group for further validation and in order to contact you for interviews. Your personal data will also be used and transferred to and retained in secured personal files should you be successfully employed by SMBC.

You may view and update your account and/or request correction, deletion or locking of your personal data at any time.

If you do not update your profile within a period of two years, SMBC may send you an e-mail to ask you to update your profile. If you do not update your profile by the given deadline, your profile including your personal data will be deleted.

Please use only private email addresses for requests. SMBC will only send information to your private email address.

2. Application

By applying for a specific job opportunity, you provide SMBC with your personal data to the extent as mentioned above.

You are responsible for ensuring that the personal data provided by you is correct and true. By submitting your application, you agree to your personal data being used in conjunction with the filling of open positions complying with your profile by following the above-mentioned principles unless stated otherwise below.

You have the option of withdrawing your application at any time. Your data will be deleted in accordance with the applicable laws once the application process ends or if you withdraw your application. However, your data will not be deleted for a certain time period if you provided it for the registration process. In this case, the process (including retention of personal data) described in Section 1 (Registration) applies.

Please use only private email addresses for requests. SMBC will only send information to your private email address.

3. Use of Google Analytics

This website uses Google Analytics, a web analytics service provided by Google, Inc. ("Google"). Google Analytics uses "cookies", which are text files placed on your computer, to help the website analyze how users use the site. The information generated by the cookie about your use of the website (including your IP address) will be transmitted to and stored by Google on servers in the United States. Google will use this information for the purpose of evaluating your use of the website, compiling reports on website activity for website operators and providing other services relating to website activity and internet usage. Google may also transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf. Google will not associate your IP address with any other data held by Google. You may refuse the use of cookies by selecting the appropriate settings on your browser, however please note that if you do this you may not be able to use the full functionality of this website.

Additionally, you can use this plugin: http://tools.google.com/dlpage/gaoptout?hl=en Google has developed the Google Analytics Opt-out Browser Add-on. It provides website visitors more choice on how their data is collected by Google Analytics, The add-on communicates with the Google Analytics JavaScript (ga.js) to indicate that information about the website visit should not be sent to Google Analytics.

4. Country Specific Personal Data Protection/Privacy Policy/Privacy Notice links

Please refer to the following links for the Personal Data Protection/Privacy Policy/Privacy Notice for the countries and entity(ies) specified below.

Country	Entity	Link
Australia	SMBC Sydney Branch	https://www.smbc.co.jp/asia/australia/privacy-statement.pdf

Malaysia	SMBC Malaysia Berhad	https://performancemanager5.successfactors.eu/doc/custom/SMBC/PDPA_MY.pdf
	SMBC SSC Sdn Bhd	https://performancemanager5.successfactors.eu/SMBC/PDPA_SSC.pdf
	SMBC LBN Sdn Bhd	https://performancemanager5.successfactors.eu/SMBC/PDPA_LBN.pdf
Philippines	SMBC Manila Branch	https://www.smbc.co.jp/asia/philippines/privacy-notice.pdf
Thailand	SMBC Bangkok Branch	For any other purpose; and your right to withdraw your consent at any time by submitting a request to Sumitomo Mitsui Banking Corporation, Bangkok Branch (SMBC BKK), will be in accordance with the detail provided in the Data Privacy Notice of SMBC BKK (a copy of which is available at: https://www.smbc.co.jp/asia/thailand/resources/pdf/TH-PDPA.pdf
Vietnam	SMBC Hanoi Branch	https://performancemanager5.successfactors.eu/doc/custom/SMBC/Privacy%20Notice_Vietnam.pdf
	SMBC Ho Chi Minh Branch	https://performancemanager5.successfactors.eu/doc/custom/SMBC/Privacy%20Notice_Vietnam.pdf

How to Contact Us

If you wish to raise any questions or concerns concerning this Notice or our data handling practices, you may contact us at e-hr_support@sg.smbc.co.jp