

COOKIE NOTICE

This is the Cookie notice for <https://careers.sse.com>. It applies to information collected and used by SSE, which is a business unit of the SSE Group. When we refer to 'SSE', 'we', 'us', and 'our', we mean any of those SSE entities, as appropriate. This information is collected through instruments known as Cookies and various other technologies, collectively referred to in this Cookie Notice as 'Cookies'.

Please review this Cookie Notice and our Job Applicant Privacy Notice which can be found <https://bit.ly/2ODOsWo>

WHAT ARE COOKIES?

Cookies are small text files transferred and stored by your web browser to your computer or mobile device when you visit or use a website. Cookies allow websites to recognise your device and store some information about your preferences or past actions.

Cookies can be considered as 'first party' or 'third party' Cookies depending on the domain that places them. First party Cookies are Cookies set by a website visited by the user. Third party Cookies are set by a domain other than that of the website visited by the user, so if a user visits a website and a third-party organisation sets a Cookie through that website, this would be a third-party Cookie.

Cookies can also be considered as 'persistent' or 'session' Cookies depending on their duration. Persistent Cookies remain on a user's device for the time specified in those Cookies. They are activated every time that user visits the website that created the Cookies, until the Cookies expire or are disabled by the user. Session Cookies allow the actions of a user to be linked during a single browsing session. A session starts when a user opens a browser window and ends when the browser window is closed, following which all session Cookies are deleted.

WHY DO WE USE COOKIES?

We use Cookies and other similar technologies to collect information about your browsing activity and about the device you have used to access our website (including the make, model and operating system, IP address, browser type and mobile device identifiers) so we can provide essential features and functionality on our website:

- Make our website as easy and intuitive as possible for you to use
- Monitor and analyse website usage and performance so we can measure the effectiveness of our website and improve it (including security)
- Remember choices you make when visiting our website and recognise you when you return so you don't have to remind us
- Remember certain information about your browsing activity on our website, such as the web pages you have viewed and your preferences. This information can then be used to personalise and improve the way you interact with our website (for example, displaying content we think might be relevant to you based on your previous activity) and inform you of special offers and promotions tailored to your interests (where you have consented to receiving marketing communications from us).

The Cookies used on our website can be broken down into three categories:

- Strictly necessary
- Performance
- Functional

Strictly necessary

These Cookies are necessary for the website to function and cannot be switched off in our systems. They are usually only set in response to actions made by you that amount to a request for services, such as setting your privacy preferences, logging in or filling in forms.

You can set your browser to block or alert you about these Cookies, but then some parts of the site will not work.

Performance

These Cookies allow us to count visits and traffic sources so we can measure and improve site performance. They help us to know which pages are the most and least popular and see how visitors move around the site.

If you do not allow these Cookies we will not know when you have visited our site and will not be able to monitor its performance.

Functional

These Cookies enable the website to provide enhanced functionality and personalisation. They may be set by us or by third party providers whose services we have added to our pages. If you do not allow these Cookies some or all of these services may not function properly.

COOKIE LIST

Strictly necessary

Cookie Name	Cookie Description	Default Expiration Time	Host
_clinch_session	Used by the Recruitment Marketing application, but does not store data for the careers site	15 minutes	Careers.sse.com
AWSALBCORS	Installed by PageUp People's hosting provider, Amazon Web Services	7 days	Careers.sse.com
AWSALB	Installed by PageUp People's hosting provider, Amazon Web Services	7 days	Careers.sse.com

Incap_ses & visid_incap	<ul style="list-style-type: none"> i) security related to incapsula service, incapsula leverage for WAF and CDN ii) No other information, no personal data iii) Encrypted session related information for security purposes iv) both, as per screenshot v) necessary for platform function vi) session, +1 year expiration on WAF traffic monitoring vii) All cookies are first party, set by PageUp 	Expires when session ends	*pageuppeople.com
ASPSESSION, _AntiXSRF, PUSessionXXX	<ul style="list-style-type: none"> i) session/security related information for the platform. ii) No other information, no personal data iii) Encrypted session related information for security purposes iv) both, as per screenshot v) necessary for platform function vi) session, +1 year expiration on XSRF token vii) All cookies are first party, set by PageUp 	Expires when session ends	*pageuppeople.com
nlbi_XXX	Incapsula DDoS Protection and Web Application Firewall: Load-balancing cookie to ensure that requests by a client are sent to the same origin server.	Expires when session ends	*pageuppeople.com

Performance

Cookie Name	Cookie Description	Default Expiration Time	Host
Ctc_session	A cookie that identifies the user, if they had agreed to the cookie policy. Each time a user takes an action on the careers site, we examine the identifier in the cookie and look up the user	Session, but on acceptance 2 years	Careers.sse.com

CookieTest	Placeholder cookie used to determine if any cookies are being blocked. Pages will check for the presence and content	24 hours	*pageuppeople.com
U_XXX_ApplicationFormLanguage	Tracks the user's preferred language, SSE only have a single language configured so the dropdown is not displayed to candidates. This cookie is still required.	Expires when session ends	*pageuppeople.com
_ga, _gat, _gid	Google analytics cookies. Please refer to Google.com	24 hours	*pageuppeople.com
_hp2_XXX	Heap Analytics cookies- Used to track how users are using the service. These cookies are created when the javascript library executes and no existing cookie exists. These cookies are updated when the user performs any action within the service.	12 months	*pageuppeople.com
_hjid	Hotjar cookie. This cookie is set when the customer first lands on a page with the Hotjar script. It is used to persist the Hotjar User ID, unique to that site on the browser. This ensures that behavior in subsequent visits to the same site will be attributed to the same user ID.	12 months	*pageuppeople.com

Functional

Cookie Name	Cookie Description	Default Expiration Time	Host
ctc_rejected	A cookie that holds the value of true when the user rejects the cookie policy. This does not appear if the user agreed to the cookie policy.	Session	Careers.sse.com

MANAGING COOKIES

When you visit our websites, you will be presented with a Cookie banner. It gives you the choice to accept the use of Cookies on the site or not. It will also present you with a link to our Cookie manager. Through the Cookie manager, you can choose to opt-in or opt-out of the types of Cookies active on our sites. You can also find out a bit more about what we use them for. Our Cookie manager will only remember your preferences for our site for the specific browser that you're using at that time.

If you wish to change your Cookie settings generally, you can delete Cookies stored on your computer or change your privacy settings at any time via your browser settings.

Internet Explorer
Microsoft Edge
Chrome
Firefox
Safari
Opera

WHO SHOULD I CONTACT WITH A QUESTION OR COMPLAINT?

If you would like to contact us in relation to your rights or if you are unhappy with how we've handled your information, you may contact us by sending a letter:

HR GDPR Data Protection Specialist
Inveralmond House
200 Dunkeld Road
Perth
PH1 3AQ

or sending an email to HRGDPR@sse.com

If you would like to contact our Data Protection Officer, you may do so using the following details:

Email: dpo@legal.sse.com

This Notice was last updated in June 2021