

Sea Box Inc. - Applicant Privacy Policy

Effective Date: April 14, 2025

Introduction

At Sea Box Inc. ("we," "us," or "our"), we are committed to protecting the privacy and security of personal information submitted by job applicants. This Applicant Privacy Policy describes how we collect, use, disclose, and safeguard your personal information during the recruitment and hiring process.

1. Information We Collect

When you apply for a position at Sea Box Inc., we may collect the following types of personal information:

- Identification Information: Name, mailing address, phone number, email address, and other contact details.
- Application Materials: Resume/CV, cover letter, employment history, education, certifications, and other job-related materials you submit.
- Employment Eligibility: Work authorization status and any applicable visa or permit information.
- Demographic Data (Voluntary): Race, ethnicity, gender, veteran status, and disability status, as provided voluntarily and where permitted by law.
- Background Information: Pre-employment screening data (e.g., criminal background or credit check) if required and permitted by applicable law.
- Technical Data: IP address, browser type, and system information when you interact with our online application platforms.

2. How We Use Your Information

We use your personal information for purposes such as:

- Reviewing and evaluating your application and qualifications.
- Communicating with you regarding the recruitment process.
- Verifying employment history, references, and background (as applicable).
- Complying with legal, regulatory, and internal reporting obligations.
- Improving our recruitment practices and candidate experience.

3. Sharing of Information

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We may share your personal data with:

- Authorized Sea Box Personnel: Human Resources, hiring managers, and other relevant staff.
- Third-Party Service Providers: Vendors assisting with recruitment technology, background checks, and administrative functions.
- Legal or Regulatory Authorities: If required by law, court order, or to protect our legal rights.

We do not sell applicant data under any circumstances.

4. Data Security

We maintain reasonable administrative, technical, and physical safeguards to protect your personal information from unauthorized access, disclosure, alteration, or destruction.

5. Data Retention

We retain applicant data only as long as necessary for recruitment purposes, legal compliance, or for consideration in future job opportunities, unless you request otherwise.

6. Your Rights

Depending on your jurisdiction, you may have the right to:

- Access or receive a copy of the personal data we hold about you.
- Request correction of inaccurate or incomplete information.
- Request deletion of your data, subject to legal limitations.
- Object to or restrict certain forms of processing.

To exercise these rights, contact us using the information provided below.

7. Changes to This Policy

We may update this Applicant Privacy Policy periodically. Any changes will be posted to our Careers page

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and/or provided at the time of application, with the updated effective date.

8. Contact Us

For questions or to exercise your privacy rights, please contact:

Sea Box Inc.

Human Resources Department

1 Sea Box Drive

East Riverton, NJ 08077

Phone: 856-303-1101