

## Privacy Policy

M.S Electrical Engineers & Contractors Limited also trading as MSE. Our registered office address is Bridge House, 26 Hewell Road, Redditch, Worcestershire B97 6AN. We are a limited company and our registration number is 4735619.

### Contact Details

Telephone: 01527 582 730  
Fax: 01527 582 731  
Email: [info@mse-uk.com](mailto:info@mse-uk.com)  
Website: [www.mse-uk.com](http://www.mse-uk.com)

## Privacy Statement

At M.S. Electrical Engineers & Contractors Ltd we are committed to protecting your privacy. This statement describes how we collect and use personal information.

Under the General Data Protection Act we have a legal duty to protect any information we collect from you. We use appropriate technologies to safeguard your details and keep to strict standards to prevent unauthorised access to it.

If you have any queries about our privacy statement, please contact us at [info@mse-uk.com](mailto:info@mse-uk.com) or by post to Bridge House, 26 Hewell Road, Redditch, Worcestershire B97 6AN.

### What information do we collect and how do we use it

We use contact information from web forms, email and telephone to process your enquiry or order and send you information or materials that you have requested or to provide you a service. Your contact information is also used to contact you when necessary, for example to arrange for a maintenance call out or to provide a follow up service.

Cookies issued by us only contain a unique number and therefore contain no personal data. We do not link cookies to individual.

We do not share the information that we hold with any external bodies.

### Applying for a position with our Company

We will collect data about you, both personal data (such as your name and contact details), and sensitive personal data (such as the information in your CV). The personal data and sensitive personal data will be stored, processed and used and disclosed by us in the following ways:

- To facilitate the recruitment process
- To answer your questions and enquiries
- To third parties where we have retained them to provide services that we, you or our client have requested including references, qualifications and criminal reference checking services and verification of the details provided from third party referees.