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## Manitoba Hydro Employment Data Privacy Statement

This website allows you to apply for career opportunities at Manitoba Hydro. This statement is to inform you of the purpose for the collection of your personal information, the possible uses and disclosures of information and how Manitoba Hydro will manage and protect the personal information you provide on the employment section of this website

Manitoba Hydro collects, uses and discloses personal information in accordance with *The Freedom of Information and Protection of Privacy Act*, C.C.S.M., c.F175 (“FIPPA”).

The collection and use of your personal information is authorized under section 13(1)(a) of FIPPA as the information is required for a program, service or activity; namely the recruitment of employees. We are also required or permitted to collect personal information under *The Employment Standards Code* (Manitoba) and *The Employment Equity Act* (Manitoba).

### How do we use your personal information?

Manitoba Hydro uses your personal information to identify suitable employment opportunities and to process your application. If you are hired, the information will be used to create your employee profile. If you are chosen for a specific job opening for which you apply, we will retain this information and process it for personnel, administrative or other purposes related to your employment with Manitoba Hydro and its subsidiaries. If you are not chosen for a job opening for which you apply, we will retain the information in our system and contact you should another job opportunity come up which may suit your background and interests.

Manitoba Hydro will use the contact information to reach you regarding receipt of information from you and other employment related communications. Your email address and password will be used to identify you. The optional employment equity self-identification information may be used in connection with consideration for employment and will be used to compile statistical reports when applicable laws require processing this information for human resource planning purpose and government reporting.

### Will we disclose the personal information that we collect?

Manitoba Hydro will not disclose your personal information to any third party unless required by law or with your consent.

### Where can I obtain further information about the collection, use and disclosure of my personal information?

Please contact Manitoba Hydro Employment Services.

Email: [employment@hydro.mb.ca](mailto:employment@hydro.mb.ca)  
Telephone: 1-204-360-7282  
Toll free 1-800-565-5200  
Street address: Employment Services  
Manitoba Hydro  
360 Portage Avenue  
Winnipeg, Manitoba Canada R3C 0G8

Available in accessible formats upon request.