

Data Protection Officer

Join the brand that is transforming rural areas with ultrafast full fibre broadband. We're the team where talented people are encouraged to thrive and enhance their career.

Powered by brilliant people with bright ideas, we want to hear yours. Our success is driven by your creativity, collaboration and commitment.

You will monitor compliance and data practices internally to ensure the business and its functions comply with the applicable legal and regulatory requirements. The Data Protection Officer will be responsible for data protection awareness campaigns, process education, impact assessments and internal audits. You will champion protection by design in all relevant projects and serve as the primary contact for supervisory authorities and individuals whose data is processed by the organisation.

You are ambitious, an expert in your field with the tenacity to succeed. You will be able to demonstrate the essential criteria whilst bringing your own passion and ideas. Some of the key skills you will possess are:

- Working closely with the Legal and Information Security functions, you will develop and monitor policies and standards applicable to the business and in compliance with current data protection and privacy law.
- Continue ongoing work to implement measures and a privacy governance framework to manage data use in compliance with the current data protection law, including developing templates for data collection, risk assessments, and vendor management reviews.
- Work with key internal stakeholders in the review of projects to champion protection by design, introduce assurance controls and to ensure compliance with data privacy laws, and where necessary, complete and advise on privacy impact assessments.
- Servicing as the primary point of contact and liaison for the ICO, Ofcom and any other regulatory bodies on all data protection related matters, as well as internal data protection queries.
- Review vendor contracts and consents required to implement projects in partnership across the business.
- Participate in, and monitor the activities of the Data Owner Group, stepping in when necessary to assure the protection of data.
- Managing and conducting ongoing reviews of the company's privacy governance framework.
- Monitoring changes to UK Data Protection and Privacy laws, making recommendations to the Data Owners Group and the Board when appropriate.
- Setting standards and reviewing policies and procedures that meet the requirements under the applicable law.
- Developing and delivering data protection and privacy awareness training to business function.
- Developing strategies and initiatives to ensure engagement with key internal and external stakeholders.
- Coordinating and conducting data privacy audits.
- Collaborating with the Information Security function to continuously assess and improve the balance between protection and productivity.
- Collaborating with the Information Security function to maintain records of all data assets and exports and maintaining a data security incident management plan to ensure timely remediation of incidents including impact assessments, security breach response, complaints, claims or notifications, and responding to subject access requests.
- Ensuring that the Company's IT systems and procedures comply with all relevant data privacy and protection law, regulation and policy (specifically in relation to the retention and destruction of data).

You share our values. They make us who we are:

- **Find a way:** Always working together to deliver market-leading solutions and provide customer service excellence to our communities

- **Be committed:** We are all accountable for our actions and work relentlessly with our many customers to deliver on our promises
- **Do the right thing:** We always base our decisions on what we believe is fair, considerate and in the best interest of our customers and our colleagues
- **Keep it simple:** In an industry of complexity and confusion, we make things easy for everyone to understand

Culture & benefits:

We empower people to do what they do best; fast. We want you to bring you, so we don't 'fence' anyone in to a single way of working. You will get the latest news through our staff magazine, Gigabites, and monthly company updates (food can play a major part in this!). You are living and breathing our values, so your colleagues may nominate you for our Star of the Month award. If you win you get an extra day's holiday. Like us, you probably like to get a bit social too. We have a weekly running club, Gigaclear FC plus two company socials a year, and more.

On top of this we offer great benefits such as, Study Support, Income Protection, Life Assurance, Pension and 25 days holiday (plus bank holidays).

When you apply for this role, please access the full job description in the account registration area.