Shoprite Group of Companies careers terms and conditions

I acknowledge and understand that the Shoprite Group of Companies ("the Company") operates in the retail sector, and that I have applied for a job within the Company where I will be required to deal directly or indirectly with the Company's money, assets or property. I accept that the Company places a premium on a relationship of trust with its employees and that it must take reasonable steps to ensure the integrity and honesty of job applicants.

By applying for a job through the Shoprite website, LinkedIn, recruitment agencies or any other recruitment channel, I acknowledge that I have read and understood these terms and conditions.

In view of the nature of the Company's business, the inherent requirements of employment with the Company, and the high degree of trust required by my possible employment, I by acceptance hereof, agree to the following:

1. The Company may at any time enquire or conduct reference checks concerning my employment history.

2. The Company may conduct criminal record checks or obtain information relating to my criminal convictions through channels such as the South African Police Service ("SAPS") or authorised background screening providers.

3. The Company may, where relevant to the requirements of the position, conduct credit checks and make enquiries concerning my credit record with any credit bureau or another similar service provider.

4. The Company may conduct educational checks and/or enquiries concerning the validity of my qualifications with reputable background screening and verification specialists of their choice.

5. The Company may require me to participate in assessments, including psychometric or psychological assessments, where such assessments are relevant to the position that I applied for.

6. If and when required by the Company, I may be required to undergo a medical examination where the requirements of the position that I applied for, the working environment or applicable employment benefits justify such examination.

7. Where driving forms part of the requirements of the position that I applied for, I consent to the Company obtaining information relating to my driver's licence status and applicable demerit information in terms of the Administrative Adjudication or Road Traffic Offences Act of 1998 ("AARTO"). I will sign any forms and consents required in connection therewith.

8. I acknowledge that the Company may rely on information obtained from lawful sources during the recruitment process. Nothing in these terms limits any rights that I may have under applicable law.

9. I also understand that my appointment will be subject to me supplying the Company with certified copies of my qualifications, identity document and an acceptable medical certificate (where required by the Company and, where permitted, in terms of current legislation), and any other information required by the Company for the purpose of this application. I warrant that the information supplied in this application is true, correct and complete in every aspect. Any material misrepresentation, omission or falsification of information that I provided during the recruitment process may result in my job application not being considered, an employment offer being withdrawn, or disciplinary action, including dismissal where I am already employed.

10. My privacy is important to the Company:

10.1 The Company will process personal information in accordance with the Protection of Personal Information Act 4 of 2013 ("POPIA"), and for lawful recruitment, employment and related business purposes.

10.2 The Company may collect and process my biometric information, including fingerprints, where reasonably necessary for identity verification, security, fraud prevention, recruitment screening or employment-related purposes, and in accordance with POPIA, the Company's Privacy Statement (available on its website) and other applicable laws. Such information will only be disclosed where legally permitted or required.

10.3 The Company does not sell personal information of job applicants. The Company may share my personal information with authorised service providers, background screening providers, recruitment platforms, regulatory authorities and other third parties where necessary for recruitment, employment or legal compliance purposes. These third parties may process personal information on behalf of the Company and are required to comply with appropriate data protection obligations.

10.4 I agree that the Company may collect, use, store and process my personal information and supporting documentation submitted during the recruitment process, including:

(a) Personal contact details such as full names, title, addresses, contact details, and date of birth;
(b) Nationality;
(c) Gender;
(d) Marital status;
(e) Identity number and/or passport number;
(f) Information relating to any disability I might have;
(g) My work permit documentation, references, employment and education history, and qualifications;
(h) Previous salary and income history;
(i) Credit and criminal record;
(j) Race and ethnicity.

10.5 The Company will keep my personal information only for as long as reasonably necessary to fulfil the purposes for which it was collected, to comply with legal obligations, to resolve disputes, or to protect its legitimate business interests. Thereafter the information will be securely deleted, destroyed or de-identified.

10.6 I may request access to, correction of, deletion of, or object to the processing of my personal information by contacting the Shoprite Group Information Officer using the details in the Privacy Statement available on the Company's website.

10.7 Unless I request otherwise, I agree that the Company may keep my application and supporting documentation and share it with other entities in the Shoprite Group for recruitment, talent management, and related employment purposes.

10.8 I may be required to submit a password of for my future access to my account information. I understand that I must keep my username and password safe, and that I should never share it with anyone.

10.9 My personal information may be transferred to, stored or processed in countries outside South Africa where the Shoprite Group or its service providers operate. Any such transfer will be undertaken in accordance with applicable data protection laws.

11. The Company may amend these terms and conditions from time to time. Any updated version will be published on the Company's website and will apply from the date of publication.