

ZoomInfo Job Applicant Privacy Notice

Effective Date: November 15, 2025

ZoomInfo Technologies LLC and its operating groups, subsidiaries, and affiliates (the “**Company**”, “**we**”, “**us**”, or “**our**”) are committed to protecting the privacy and security of individuals applying to jobs with ZoomInfo (“**Applicants**”). This ZoomInfo Job Applicant Privacy Notice (“**Privacy Notice**”) describes the Company’s policies and practices related to its processing of Personal Information of Applicants.

The Company is committed to complying with all applicable data privacy laws in the jurisdictions in which the Company collects Personal Information of Applicants. For purposes of this Privacy Notice, “**Personal Information**” includes any information that identifies, relates to, describes, is reasonably capable of being associated with, or could be reasonably linked, directly or indirectly, with a particular individual.

The Company does not sell the Personal Information of Applicants that Applicants provide to the Company in the course of the job application or recruiting process. As part of its ordinary course of business, the Company gathers Personal Information related to professionals throughout the world, which may include information about you that was collected through the Company’s standard data collection practices outside of the job application and recruiting context. This Privacy Notice only applies to the Personal Information the Company collects about you in the course of your application for a position with the Company. The [ZoomInfo Privacy Policy](#) applies to Personal Information the Company collects as part of its ordinary course of business.

I. Categories of Information We Collect

We may collect the following categories of Personal Information from Applicants:

- Contact and identification information, such as name, current and past job titles, mailing address, phone number, email address, and photograph.
- National identifiers and eligibility information, such as Social Security number, national ID or passport number, citizenship status, visa information, and residency and work permit status.
- Demographic information, such as date of birth and gender, as well as information voluntarily disclosed such as gender identity, racial/ethnic identity, disability status, military service/veteran status, sexual orientation, and other similar information. ZoomInfo collects such data where permitted by applicable law and for purposes of understanding the diversity of our workforce and job Applicants and for complying with applicable law.
- Background and education data, such as academic and professional qualifications, education history, CV or resume, work history, prior employers, certifications or licenses, professional references, and results of pre-employment tests or background checks

(where background checks are permissible and conducted in accordance with applicable law).

- Health information, such as information about your disabilities, to the extent disclosed in connection with a request for accommodation or adjustment during the application and interview process.
- Internet or other electronic network activity information that is collected when you visit our website.
- Any other information you voluntarily choose to provide us in connection with your application or interview(s) with the Company.
- Inferences and assessments drawn from the information described in this Section.

II. How We Collect Information

We may collect the above personal information about you from the following sources:

Voluntarily Submitted Information. You may submit some information to us directly, such as information in your CV and other information you provide as part of the application process. You may be asked a series of chatbot-driven questions to measure your cognitive skills and infer personality traits. If you choose not to share some information with ZoomInfo, our ability to evaluate your candidacy may be limited.

Information Created by ZoomInfo. We may collect information about you that we create, such as interview notes and inferences generated from other personal information that we collect, including your responses to chatbot-driven assessments.

Referrals. You may have been referred to ZoomInfo by an individual or a recruiting agency working on behalf of ZoomInfo, in which case we may have obtained information about you from such individual or recruiting agency.

Public Sources. We may collect personal information through an internet search, your public social media presence (such as LinkedIn), publicly-available business sites (such as your current employer), and other online sources.

Third Parties. ZoomInfo may also obtain information about you from third parties in order to verify the information you have provided to us, evaluate your candidacy, and other similar purposes. Third parties may include, but are not limited to, current and former employers, educational institutions, and background check providers. Where applicable and required by law, ZoomInfo will ask for your consent before obtaining your information from a third party. Where applicable and required by law, you will be entitled upon request to receive a copy of information that we obtain about you from a third party.

Automated Information Collection. ZoomInfo also collects information using cookies and similar technologies. For more information please see Section V of our Privacy Policy [here](#).

III. How We Use Your Information

Where permitted by law, we may collect, use, and disclose your personal information for one or more of the following purposes:

- To process your application for employment.
- To manage your relationship with us.
- To analyze and evaluate your qualifications and fit for a position based on measures of your personality, education, experience, skills, and work competencies as related to the job requirements.
- To facilitate communication with you regarding your application for employment.
- To track the status of your application for employment.
- To assess your eligibility for employment where required by law.
- To comply with all applicable laws and regulations.
- To conduct reference and background checks.
- To conduct internal audits and investigations.
- To investigate and enforce compliance with and potential breaches of Company policies and procedures.
- To administer and maintain the Company's operations, including for safety purposes.
- To exercise or defend the legal rights of the Company.
- To make improvements to our recruiting processes.
- To report on and analyze aggregated and anonymized Applicant metadata.

IV. How We Share Your Information

ZoomInfo may share your personal information with your consent, when you direct us to share it with others, to manage the recruitment and selection process, or as otherwise necessary to operate our business, comply with our legal obligations, and protect the security of our systems and personnel.

ZoomInfo may disclose your personal information for the purposes above to the following entities and individuals:

- **Internal Parties.** Your information may be disclosed as needed to internal ZoomInfo personnel responsible for filling job requisitions and for other administrative purposes.
- **ZoomInfo Affiliates.** We may share information with our affiliates who may act for us for any of the purposes set out in this Privacy Notice, including our current and future parents, subsidiaries, and other companies under common control and ownership with ZoomInfo.
- **Third-party Service Providers.** From time to time, ZoomInfo may need to disclose your personal information to service providers that provide functions related to our Talent Acquisition operations. These providers may include, for example, our applicant tracking system provider, recruiting firms, background check agencies, former employers, and educational institutions.
- **Disclosures for Legal Reasons.** We may disclose information collected about you if we believe in good faith that such disclosure is necessary or desirable: (i) to comply with lawful requests, subpoenas, search warrants, or orders by public authorities, including to meet national security or law enforcement requirements; (ii) to address a violation of the law; (iii) to protect the rights, property, or safety of ZoomInfo, its users, or the public; (iv) to allow ZoomInfo to exercise its legal rights or respond to a legal claim; or (v) to respond to data subject requests for access to data to the extent necessary to comply with applicable laws.
- **Disclosures to a Buyer of the Company.** If our Company or substantially all of our assets are acquired, or in the event of a merger or bankruptcy, information about you and/or information you provide to ZoomInfo may be among the transferred assets.

- **Other Disclosures.** Where applicable, we may disclose your personal information with your consent or at your direction.

V. Legal Basis for Processing

ZoomInfo processes personal information in various ways depending upon data subjects' use of our Sites. We process your personal information on one or more of the following legal bases:

1. Your consent;
2. As necessary to perform our contractual obligations;
3. As necessary for compliance with a legal obligation to which we are subject; or
4. As necessary for the legitimate interests of ZoomInfo and its recruiting efforts.

VI. Automated Decision-Making, Profiling, and Artificial Intelligence

During the interview and selection process, ZoomInfo may use certain tools, including an automated AI interview note-taking tool, a chatbot-driven assessment tool, and automated matching and scoring tools, which may use machine learning techniques to aid in the identification of qualified Applicants. Data provided by an Applicant may be used to compare an Applicant's qualifications (including education, experience, and skills) to the job description and positional requirements, as well as to produce a match score corresponding to a predicted degree of match between an Applicant and the job applied for. The Company may use the scores to assess a candidate's fit for a particular role, and/or to produce a list of Applicants for a given job position in a rank-list manner, all of which would be considered by the Company among other factors in making an employment decision. The use of an automated decision-making tool is intended to supplement, but does not replace, human decision-making in the selection process. Artificial intelligence and automated decision-making tools are regularly reviewed and monitored to ensure non-biased analysis.

In the event that ZoomInfo makes any employment decision based solely on automated processing, which produces legal effects or that similarly significantly affects you, ZoomInfo will take the appropriate steps to ensure it takes place in accordance with applicable law. In these cases, ZoomInfo will respect your ability to exercise your rights to obtain human intervention, to express your point of view, and to contest the decision. ZoomInfo will not retaliate against any Applicant for exercising his or her rights to the extent protected by applicable law.

If you are a New York City resident and would like more information on compliance with New York City laws, please click [here](#).

VII. Information security

Information security is important to ZoomInfo. We follow generally accepted industry standards to protect the information submitted to us, both during transmission and once we receive it. However, no method of Internet transmission or electronic storage is 100% secure. Therefore, while we strive to use commercially acceptable means to protect information, we cannot guarantee its absolute security.

VIII. Data deletion and retention

ZoomInfo will retain your information for a period of time consistent with the original purpose(s) for which we collected it, as described in this Privacy Notice, including, as applicable, (i) for as long as we have an ongoing relationship with the individual to whom the information pertains; (ii) as necessary to comply with our legal obligation(s); or (iii) as necessary to resolve disputes or to protect ourselves from potential future disputes.

Retention periods will be determined taking into account the amount, nature, and sensitivity of the personal information and the purpose(s) for which it was collected. After the retention period ends, we will delete the personal information. Where we are unable to do so, we will ensure that appropriate measures are put in place to prevent any further use of such information.

IX. Your Choices and Rights

ZoomInfo provides Applicants with certain privacy choices and rights depending on the jurisdiction in which the Applicant resides. According to applicable laws, Applicants may have rights with respect to their personal data, such as the right to:

- **Access.** You have the right to request access and receive information about personal information we collect about you, how we use that information, and how we share it.
- **Correct.** You have the right to request the correction of your personal information, where it is inaccurate or incomplete.
- **Delete.** You have the right to request that we delete your personal information under certain circumstances.
- **Object to Processing.** You have the right to object to our processing of your personal information based on our legitimate interests.
- **Withdraw.** You have the right to withdraw consent you have provided to the extent processing of your information is based on your consent. (without affecting the lawfulness of processing before your consent was withdrawn).

Requests may be submitted to hr@zoominfo.com. You may opt out of receiving recruiting communications from ZoomInfo, however this may impact our ability to evaluate and process your application for employment. ZoomInfo may require that you or your authorized agent provide verification of your identity before fulfilling the foregoing requests.

California Residents. In addition to the rights stated above, California residents have the following rights:

Sensitive personal information is a subtype of personal information consisting of specific information categories. While we collect information that falls within the sensitive personal information categories listed in the table below, the CCPA does not treat this information as sensitive because we do not collect or use it to infer characteristics about a person.

- **To opt out of the sale or sharing of personal information** as defined by the California Consumer Privacy Act (CCPA). Note that ZoomInfo does not “sell” or “share” personal data as defined by the CCPA. Nonetheless, in some jurisdictions, sharing personal data in a commercial context may be defined as selling personal information. Please refer to Section IV of this Privacy Notice for further guidance on how we may share your personal information.

- **To limit our use and disclosure of sensitive personal information**¹. Note that we do not use or disclose your sensitive personal information for any monetary or other valuable consideration, for cross-context behavioral advertising, or any purposes that would require a user to exercise a right to limit according to the CCPA.
- **To designate an authorized agent** to exercise some of your rights. However, to help protect the security of your personal data, the authorized agent must follow the same authentication procedures that are required of you should you exercise your rights without using an agent. ZoomInfo will verify requests made through authorized agents to help ensure the safety of your account and to comply with our policies and procedures;
- **To not be discriminated against** for exercising your CCPA rights;
- **To receive notice** of our practices at or before collection of personal data.

California law permits California residents to request certain information regarding the disclosure of their personal information by us to third parties. To make such a request, please send the request, by mail or email, to the address at the end of this Privacy Notice under Section XIII.

California residents can find more information about their specific rights and processes for designating an authorized agent under the CCPA [here](#).

United Kingdom, Switzerland, and European Economic Area Residents. Applicants residing in the UK, Switzerland, and EEA may be afforded additional rights, including the right to lodge a complaint with the applicable governing authority. Please refer to Section X below for additional information pertaining to these locations.

X. Information for Applicants in the EEA, UK, and Switzerland

ZoomInfo endeavors to comply with the provisions of the General Data Protection Regulation (“**GDPR**”) as to any information in its possession regarding EEA-, UK-, and Switzerland-based persons (“**data subjects**”). As such, ZoomInfo only processes personal information on data subjects where it has a lawful basis to do so.

ZoomInfo has put in place safeguards to protect personal privacy and individual choice, including disclosures of its data processing activities and the use of consent or opt-outs wherever possible.

Right to lodge a complaint: Users that reside in the EEA, the UK, or Switzerland have the right to lodge a complaint about our data collection and processing actions with the supervisory authority concerned. Contact details for data protection authorities are available [here](#).

Transfers: Personal information we collect may be transferred to, and stored and processed in, the United States or any other country in which we or our affiliates or subcontractors maintain facilities. Per the applicable requirements of the GDPR, we have steps in place to help ensure that transfers of personal information to a third country or an international organization are subject to appropriate safeguards as described in Article 46 of the GDPR, such as the UK or EU Standard Contractual Clauses, as applicable.

¹ Sensitive personal information, as defined in the CCPA, includes your social security number, driver’s license, state identification card, or passport number; racial or ethnic origin, religious or philosophical beliefs; and health-related information, including physical or mental disability and information relating to accommodations that you may request during the recruiting process.

Individual Rights: Individuals who are a resident of the EEA, the UK, or Switzerland are entitled to the following rights under the GDPR. **Please note:** In order to verify an individual's identity, we may require them to provide us with personal information prior to accessing any records containing information about them.

- **The right to access, correction, and restriction of processing.** Individuals have the right to request access to, and a copy of, their personal information at no charge, as well as certain information about our processing activities with respect to their data. Individuals have the right to request correction or completion of their personal information if it is inaccurate or incomplete. Individuals have the right to restrict our processing if they contest the accuracy of the data we hold about them, for as long as it takes to verify its accuracy.
- **The right to data portability.** Individuals have the right to ask for a copy of their data in a machine-readable format. Individuals can also request that we transmit their data to another entity where technically feasible.
- **The right to request data erasure.** Individuals have the right to have their data erased from our Site if the data is no longer necessary for the purpose for which it was collected, they withdraw consent and no other legal basis for processing exists, or their fundamental rights to data privacy and protection outweigh our legitimate interest in continuing the processing.
- **The right to object to our processing.** Individuals have the right to object to our processing if we are processing data based on legitimate interests or the performance of a task in the public interest as an exercise of official authority (including profiling); using data for direct marketing (including profiling); or processing data for purposes of scientific or historical research and statistics.

Our Article 27 Representative

VeraSafe has been appointed as ZoomInfo's representative in the EU for data protection matters, pursuant to Article 27 of the GDPR. For individuals who are in the European Economic Area, VeraSafe can be contacted in addition to our DPO only on matters related to the processing of personal data. To make such an inquiry, please contact VeraSafe via telephone at: +420 228 881 031.

Alternatively, VeraSafe can be contacted at:

VeraSafe Ireland Ltd. Unit 3D North Point House
North Point Business Park
New Mallow Road
Cork T23AT2P
Ireland

XI. Children's privacy

Where required by law, ZoomInfo accepts applications for employment only from individuals aged 18 years and older. We will not knowingly collect or use personal information of Applicants who are under the age of 18. No application for employment should be submitted to us by individuals who are under 18 years of age. If we learn that we have collected information from someone who is under 18 in connection with an application for employment, we will take steps to delete the personal information as soon as possible.

XII. Changes to this Privacy Notice

ZoomInfo reserves the right to modify this Privacy Notice from time to time, so please review it regularly. If we make material changes to this Privacy Notice, we will provide notification on this page and indicate the date of the latest update.

XIII. Contact us

For questions or concerns regarding this Privacy Notice, please contact us at:

ZoomInfo
Attn: Applicant Privacy
330 W Columbia Way, Floor 8
Vancouver, WA 98660
1 (866) 904-9666
Email: hr@zoominfo.com