

California Consumer Privacy Act for Candidates applying to jobs at Zevia LLC

This disclosure describes categories of Personal Information we collect and the purposes for which we process that information in accordance with section 1798.100 (b) of the California Consumer Privacy Act (CCPA). The CCPA defines Personal Information as categories of information that identifies, relates to, describes or is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly to a particular individual or household.

Categories of Personal Information Collected	
Recruiting	<p>Contact information, such as home address, telephone number and email address;</p> <p>Information from job application materials or recruiters, such as your job application, resume or CV, cover letter, references, education history, work history and information that referrers provide about you;</p> <p>Professional qualifications, such as licenses, permits, memberships and certifications;</p> <p>Information from the application process, such as any phone-screens, interviews, evaluations and outcomes of take-home tests and other applicable recruiting exercises;</p> <p>Immigration status and other information that would allow us to verify your employment eligibility;</p> <p>Biographical information, such as name, gender, date of birth, professional history, references, education details and other information you make publicly available through job search or career networking sites;</p> <p>Job preferences, such as desired position and expectations regarding compensation, location preferences and willingness to relocate;</p> <p>Information needed to understand and assess accommodation requests; and</p> <p>Other information you provide to us.</p>
Background Check and Professional References	<p>As a condition of employment, a background check and professional references check is completed by Zevia. We partner with MBI Worldwide to process applicable background checks and will provide additional notices to all candidates should one transition to this stage. Applicable background checks are completed after a conditional offer has been extended, as permitted by law.</p> <p>Personal information including legal name, social security, date of birth, address, historical address details for last seven years, email, phone number, driver's license number and race are captured in background check form for criminal background check, and potentially (depending on the role) a credit check and driving record check.</p> <p>Under the Professional references form, the applicant provides three professional contact details including name, email, and phone number.</p>

Providing personal information to us is voluntary. However, if you do not provide sufficient information, we may be unable to proceed with the recruitment process.

In certain cases, we may ask you for additional information for purposes of complying with applicable laws.

Personal Information is collected for the following purposes:

1. To comply with state and federal law and regulations;
2. To evaluate job applicants and candidates for employment;
3. To obtain and verify background checks, as appropriate;
4. To grant and monitor potential future employees' access to secure company facilities;
5. To assess our recruitment process and management of recruitment process;
6. To provide, validate, or communicate services offered by Greenhouse or MBI directly to individuals.

If you have any questions about the collection and processing of your Personal Information or about the security of your Personal Information, please contact Human Resources at hr@zevia.com.