Data processing agreement in Colombia

Last updated: November 16, 2026.

Who the parties are and what this agreement is for

This agreement is part of the Terms of service for companies. Your company is the controller of the data of the people who apply on its job portal or create their account there. Selezziona processes that data only on your company's behalf, as its processor, and only to provide the service your company signed up for. We follow Statutory Law 1581 of 2012 and the other data protection rules of Colombia.

What data we process

- About the people who apply: their profile, their resumes, the documents they upload, their applications, the evaluations, your team's notes and the messages.
- About your team: each person's name, email and role, and the log of what they do in the panel.

What we use the data for

Only to provide the service to your company: show its job openings, receive applications, read resumes, evaluate requirements, send the emails for the hiring process and prepare the reports. We do not sell the data, we do not use it for anything else, and we do not train artificial intelligence models with it. We follow the instructions your company gives in the panel and in these terms; if an instruction goes against the law, we tell you.

Who can see the data

Your team, according to each person's role. On our team, only the people who provide support or review a report, and always under a duty of confidentiality. Other companies do not see your company's data.

How we protect the data

- Encrypted connections, and documents encrypted in storage.
- The database keeps each company's data separate: each query sees only the rows of the company that makes it.
- Panel users sign in with a password and a code sent to their email.
- We scan every file with antivirus software before we store it.
- We keep a log of who accesses what, and we make backup copies.

Service providers

These providers process data on our behalf, only for what we ask them to do, and under a contract that requires them to protect it:

Provider: Hetzner Online GmbH
Country: Germany
What for: Hosts the servers and the database

Provider: Cloudflare
Country: United States and its global network
What for: Delivers the job portals, protects the forms and connects the domains

Provider: Resend
Country: United States

What for: Sends the emails

To read resumes, evaluate requirements and check documents we use OpenRouter (United States), which sends each task to the model we chose for it, and OpenAI (United States), without the person's name or contact details.

For this reason, the data is stored and processed outside Colombia. If we add or change a provider, we update this list with the date and email the Administrator before the provider starts processing data.

Incidents

If an incident affects your company's data, we email you without delay with what we know and what we are doing, and we help you notify the people affected and the authority within the time the law requires.

Requests from individuals

If a person asks us to see, correct or delete data that belongs to your company, we pass the request on to you and tell the person that we did. From the panel you can view, correct and remove a person's data so that you can reply on time.

How long we keep the data

For as long as your company has the account. Each company sets when the names are removed from its applications, which is after 24 months if it does not choose another period.

When the service ends

Before we close your company's account, we give you an export with all its data and documents, without passwords or sign-in codes. Then we delete its data from the system and from storage. If a person also has their own account on selezziona.com, they keep that account and its data, without what belonged only to your company.

Checking that we comply

If you need to check that we comply with this agreement, write to us at soporte@globalagenttic.com and we will give you the information you ask for about how we process your company's data.

Language

This is an English translation of the Spanish text. If the two versions differ, the Spanish version applies. You can read the Spanish version.