

Career Site Privacy Policy

Welcome to the MSC Industrial Supply Co. and its affiliate partnerships and subsidiary companies (collectively “MSC”) Career Site. We appreciate your interest in employment opportunities at our company. The Career Site Privacy Policy is applicable to all information which has been or will be collected from you during your use of our Career Site.

MSC is committed to protecting the privacy and security of information that is obtained from you in connection with your access to websites under our operation and control, which includes this Career Site. See also our Customer Privacy Policy used in connection with our corporate website.

MSC commits to cooperate with the EU Data Protection Authorities and/or the Swiss Federal Data Protection and Information Commissioner, as applicable, in conformity with the Supplemental Principles on Human Resources Data and the Role of the Data Protection Authorities/the Role of the Federal Data Protection and Information Commissioner and will comply with any advice given by such authorities. EU citizens may report privacy complaints directly to their local Data Protection Authorities. You may also contact us to be directed to the relevant contacts.

We take your privacy concerns seriously. If you believe that we have not adhered to this Privacy Policy, please contact us at privacy@mscdirect.com. In your correspondence, please describe in as much detail as possible the ways in which you believe that this Privacy Policy has not been complied with. We will respond to you within 45 days of receipt of your correspondence and will do our best to address your concerns. If you feel that your complaint has been addressed incompletely, we invite you to let us know for further investigation.

Your Consent

To proceed further on this Career Site, you must review and agree to MSC's policies, terms and conditions set forth in this Career Site Privacy Policy ("Privacy Policy"), which MSC has adopted as its verification and security procedures, and acknowledge that you have done so by logging into the Career Site and selecting “Accept” when asked about your understanding and acceptance.

Please review this Privacy Policy, its statement, terms and conditions carefully. MSC reserves the right to change its Privacy Policy at any time, in which event the updated policy will be posted to the Career Site. By accessing the Career Site, you are indicating your agreement to MSC's Privacy Policy. If you have any questions regarding the Privacy Policy or the site, contact MSC at privacy@mscdirect.com. (This email box is not for general employment inquiries.)

Information You Provide

This Privacy Policy covers any personal information you submit through the Career Site as part of the job application, job search, or on-boarding process, including your:

- Name, contact information;
- Resume, CV, cover letter, application, previous work experience, and education information;
- Employment preferences, willingness to relocate (if applicable), salary expectations, and how you heard about MSC;
- Professional and other work-related licenses, permits, and certifications held;

- Language and other relevant skills;
- Awards and professional memberships;
- Eligibility to work in the country where the job is located, available start date; and
- Information relating to references (if provided).

Use and Disclosure of Personal Information

By entering this Career Site, you acknowledge and agree that:

- You give MSC consent to collect, use, access, transmit, store, process and disclose the information it obtains through your use of this site in accordance with the terms and conditions of this Privacy Policy. MSC will use the personal information you provide, as permitted by law, for the purposes for which you provided it to us, namely, to: process your application; assess your capabilities and job qualification; conduct reference checks; communicate with you; comply with any applicable law or regulation; conduct background checks (only with your additional prior consent); and any other actions necessary or applicable in connection with your application, hire, or employment.
- Except as otherwise provided by this Privacy Policy, MSC associates, recruiters, human resources staff, managers and their designees, consultants and/or other service providers affiliated with MSC who are involved in the process of considering applications for employment and website administration or maintenance will be the only individuals or entities with access to your personal information, except as otherwise provided by this policy or as permitted by law.
- MSC may disclose your personal information (i) if we are required to do so by law or pursuant to legal process, (ii) in response to a request from law enforcement authorities or other government officials, including to meet national security requirements, or (iii) when we believe disclosure is reasonably necessary or appropriate to prevent physical harm or financial loss in connection with an investigation of suspected or illegal activity.
- MSC will retain your information only as long as necessary for the purposes for which it was collected. You have the right to request a copy of all personal data which we hold in relation to you, and to have it corrected, updated or removed from our files. All such requests should be emailed to privacy@mscdirect.com. If you are offered a position with MSC, this information may be transferred into our human resources system and used to manage the new hire process. If you become an associate, any personal information you submit may become part of your associate file and may be used for other employment/work-related purposes, subject to your rights to correct or update it.
- At no time will MSC sell, rent, lease, or license your information to a third party. Nor will your information be used for marketing purposes by any third-party vendor.
- MSC may share your personal information with selected service providers or consultants acting on its behalf, such as third parties assisting MSC with the operation of this Career Site (including SAP United States Headquarters, SAP America, Inc., 3999 West Chester Pike, PA 19073). These third parties will be required to protect your personal information in accordance with this Privacy Policy. These third parties are not authorized by us to use or disclose this information except as necessary to provide services for MSC. MSC is responsible for the processing of personal information by such third parties.
- We may transfer the personal information we collect through this website to the United States and to other countries in which we do business, which may not have the same data protection laws as the country in which you reside. In cases of transfers from the European Union, the European Economic Area or Switzerland to the United States, information is transferred, stored and processed with appropriate safeguards.
- This Career Site does not extend binding offers or terms or conditions of employment. Any employment offer that may result from your submitting information in response to a job opening listed on this Career Site is in accordance with the specific terms of that offer. Nothing on this Career Site shall be construed as a contract of employment or as a guarantee of continued employment or employment for any specific duration. Employment with MSC is "at will" and no

representative of MSC, other than its Chief Executive Officer, has the authority to modify "at-will" employment status. This means if you are hired that either you or MSC can separate your employment at any time without notice or cause.

- MSC may compile statistical results concerning the usage of the Career Site, as well as its entire site. MSC uses this information to prepare collective profiles of visitors' activities for management and internal use, as well as affirmative action reports and analyses. For example, MSC may track the number of visitors who view certain pages or use certain features of the site.

Protection of Your Information

We consider the security of your personal information a top priority. Accordingly, we maintain administrative, technical and physical safeguards for the website designed to protect against loss, misuse or unauthorized access, disclosure, alteration or destruction of the information we collect through our website. However, we cannot ensure or warrant the security of any information you transmit to the website or to us. When you access this Career Site, you will do so through a login and password that you have created and is unique to you. For maximum security, you should never share your login and password with anyone else and you should always logout of our system and close your open Internet browser window to finish your session completely.

Included in our operating system is the capacity to allow only secure connections by end users. MSC secures the personally identifiable information you provide via computer servers in a controlled, secure environment, protected from unauthorized access, use or disclosure. When you submit a form, the encrypted (encoded) information is protected using "Secure Socket Layers (SSL)" as it passes between your browser and the MSC servers. SSL technology is the most widely used data encryption coding system for secure transactions. It is the leading security protocol on the Internet and is commonly used in Internet applications that require security and privacy for sensitive data. Only authorized persons are permitted to access the information you submit.

Consent to Proceed Electronically

Before MSC can accept your personal information, application for employment, and related documents electronically, you should be aware of the following information and by selecting the 'Accept' button when asked you are affirmatively agreeing to the following:

1. If you proceed, you are agreeing to complete the application process electronically. If you are hired, you are also agreeing to complete the hiring process electronically (if applicable).
2. Your responses to all questions throughout either electronic process will be recorded and made part of your electronically signed documents and electronic application/hiring record.
3. You have the option to complete this process using the traditional paper and signature process. You must contact MSC at 0121 505 9608 if you wish to sign your application and other related employment documents in ink. (This phone number is not for general employment inquiries.)
4. At the beginning of the electronic signature process, you will create an account and a password for future use. You must keep this information confidential as it can be used to electronically sign additional documents.
5. Your electronic signature is the equivalent of a manual signature and that MSC may rely on it as such in connection with any and all agreements you may enter into with MSC and any documents you electronically sign for MSC.
6. You can return to our website at any time (using your login information) to review, save, and print the documents you signed electronically.
7. You have the right to request a paper copy of any documents you signed electronically.
8. It is your obligation to immediately advise MSC in the event that you withdraw your consent to use electronic means for the application and hiring process (if applicable).
9. The various security and verification procedures adopted by MSC in its Privacy Policy regarding the documents that you will affix your electronic signature constitute reasonable and secure

- security procedures and that all such signatures are attributable to the person whose account is being created for and who is logging in to the Career Site.
10. In the event that any person known to you (whether it be a family member, member of your household, or otherwise) misappropriates any of the security devices connected with your MSC login/electronic signature account and such misappropriation could not reasonably be detected by MSC, the Company shall have the right to treat all resulting electronic signatures as though they were affixed by the person whose account it was created for on the Career Site.
 11. The individual accepting the Privacy Policy is the individual whose name the account is being created for and who is logging in to the Career Site.

You will need to have the following to successfully complete the process:

1. Internet Explorer 11.0 (or newer), Firefox, Safari 9, 10 (or newer) or Google Chrome
2. Your browser must be configured to accept cookies and have JavaScript and images enabled
3. If you wish to print a copy of the documents you complete, you must have a printer capable of printing these web pages.

This Privacy Policy is governed by the substantive laws of the United Kingdom, without regard to its conflict of laws principles. Jurisdiction for any claims arising under or out of this Privacy Policy shall lie exclusively with the courts within the United Kingdom. If any provision of this Privacy Policy is found to be invalid by a court having competent jurisdiction, the invalidity of such provision shall not affect the validity of the remaining provisions of this Privacy Policy, which shall remain in full force and effect.

UNDER NO CIRCUMSTANCES SHALL MSC HAVE ANY LIABILITY WHATSOEVER FOR ANY ERRORS OR OMISSIONS IN INFORMATION ON THE SITE, OR FOR ANY DAMAGES, LOSSES, OR EXPENSES THAT MAY OCCUR WHILE ACCESSING THE SITE, OR ANY LINKED SITE, OR THE INABILITY TO ACCESS THESE SITES; OR ANY FAILURE OF PERFORMANCE, ERROR, OMISSION, INTERRUPTION, DEFECT, DELAY IN OPERATION OR TRANSMISSION, COMPUTER VIRUS OR LINE OR SYSTEM FAILURE; OR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT OR SPECIAL DAMAGES ARISING OUT OF THE BREACH OF THIS PRIVACY POLICY, HOWEVER OCCASIONED.

If you understand, accept and agree to the policies, terms, and conditions set out above then select the "Accept" button when asked to acknowledge your acceptance and agreement of this policy on the Career Site. If you do not understand or accept and agree to the policies, terms and conditions set out above, then select the "Decline" button when asked and you will not complete the application process electronically.