



Deputy Data Protection Officer

BRUSSELS

External Description

Deputy DPO

bpostgroup strives to create an inclusive environment with challenging projects and inspiring collaborations. With our employees at the heart of our organization, we don't believe in jobs, we believe in careers. We're now looking for a **Deputy Data Protection Officer** who will make us move.

bpost operates in a complex regulatory environment which is constantly changing and provides both risks and opportunities. The compliance with the Regulation on the protection of personal data for a company the size of bpost is a major challenge since bpost is processing a lot of personal data and is in constant evolution.

That is why we are looking for a Deputy Data Protection Officer for our Corporate Compliance & Data Protection Department. The role of the department is key to help the management navigate in this challenging eco-system in a compliant and ethical manner.

Your mission:

As a Deputy Data Protection Officer, you will work together with our Group Data Protection Officer and be responsible for ensuring that our company adheres to all the legal standards as well as internal policies and procedures. The GDPR compliance program will become your biggest challenge. You will advise and assist internal customers in order to guarantee compliance of personal data processing carried out by bpost in accordance with the legal and regulatory provisions.

As Data Protection Legal Expert you will among others:

- Carry out analyses of the legality of personal data processing and make recommendations.

- Assist the Business Units in conducting Privacy Impact Assessments.

- Act as a contact person for the Business Units in order to inform them about the creation of new tools, collect information and follow up on recommendations.

- Develop standard tools and documents (standard conventions, guidelines, standard letters, etc.).

- Monitor compliance with data protection laws and policies of the organisation.

- Answer questions and participate in the possible investigations or proceedings of the Data Protection Authority.

- Assist in drafting of privacy information notices.

- Prepare and give internal awareness trainings in order to make employees aware of their obligations, risks and the use of standard tools.

- Keep abreast of all evolutions and developments in existing regulations applicable to Privacy and Data Protection in order to be able to provide adequate support and update internal policies in line with these developments.

Carry out specialized legal researches in the field of more complex data processing (international transfers, processing of sensitive data, camera imaging, etc.).

Give support on data breach notifications.

Participate in audits and ensure increased compliance in the area of data protection

Assist the Business Units in the negotiation of data processing agreements.

Your profile:

We do not only deliver letters and parcels, but also opportunities. This job is open to all with diverse backgrounds and talents, with following skills & competences:

You have a proven track record (at least 5 years of experience) as Data Protection Lawyer in a law firm or Privacy legal counsel in a medium or large company, combined with a master degree in Law.

You have an excellent knowledge of Belgian, European & International regulations in the scope of Privacy and Data Protection.

A business acumen partnered with a dedication for legality and high ethical standards are the foundations of your professional background.

You have experience in project management.

You can think analytically and solve problems.

You can work under pressure, with an eye for detail and with tight deadlines.

You have strong influencing and networking skills (thanks to your engaging character, your flexibility and your inclusive character).

You have strong communication skills, in French, English and Dutch.

Our offer:

Like a long-awaited parcel, we want to make you feel welcome and valued. Our offer includes:

Competitive monthly salary

Meal vouchers

Hospitalization-, group- and disability insurances

A phone subscription and company car

20 days of statutory leave and 7 additional extralegal days off

An end-of-year and performance-based bonus and double holiday pay

Many benefits from more than 100 bpost-partners

Why bpostgroup?

bpostgroup is Belgium's leading postal operator and a growing parcel & omni-commerce logistics partner globally. With a **focus on social and environmental sustainability**, we aim to be a trusted guide in a changing world. As our newest team member you will:

Become part of the **bpostgroup family** with a unique atmosphere and culture.

Enjoy a **dynamic work environment** with a hybrid model allowing for flexibility.

Have access to **continuous learning and development** opportunities.

Have a direct **impact on decision-making** in an international success story.

Thrive in a **leadership culture** centered on visioning, sense making, innovation, and relating, empowering you to lead effectively in our forward-thinking organization.

#LI-DNI

[Find out more about bpostgroup](#)

No match?

[Explore other exciting job opportunities with us.](#)

More info?

Feel free to reach out to Sybille Bataille