



Sigma.ai Inc is, worldwide, one of the companies with the most experience and professionalism in data annotation projects, covering activities of transcription, correction, annotation and categorization, in more than 200 languages.

We are looking for candidates with the following characteristics for one of our currently active transcription and/or audio correction projects in Scottish Gaelic:

- Knowledge of the Scottish Gaelic language, and ability to write correctly and without spelling mistakes.
- In the selection process, all candidates must pass an aptitude test, with the purpose to verify that they understand and write Scottish Gaelic perfectly, and that they have understood the guidelines that contain the instructions for a correct execution of the project.
- The work will be carried out remotely, using an online application that, will be accessible from Monday to Sunday, 24 hours a day, for reasons of operability and correct functioning.

Technical requirements:

- Have an internet connection and a computer with headphones that meets the following characteristics:
 - ✓ Capacity of more than 4GB of RAM.
 - ✓ Allowed operating systems: Windows 10, Windows 8, MacOS 11.0 Big Sur, MacOS 10.15 Catalina, MacOS 10.14 Mojave.
- Access to the application from tablets or mobile phones is not allowed
- For security reasons, information privacy and correct execution of the work, the latter must be carried out from a location that has an Internet connection with secure access, protected with a sufficiently robust security password.
- NOTE: In no case can the application be accessed from public places, even if such places have secure internet access, given the confidential nature of the handled information.

The project:

- The project will last approximately 1-2 months, with the possibility of extension.
- Through the application, you should listen to each of the audios that you should transcribe and/or correct following the aforementioned manual.
- The estimated pay per hour of transcribed and/or correctly corrected audio is 250.00 euros gross, all concepts included.

- At the end of the month, you should send us an invoice detailing the total number of correctly transcribed and/ or reviewed audio minutes and Sigma will proceed to the payment of this invoice in the following 30 days.

If you are interested in this offer, please send us your updated CV and a scanned copy of your ID/passport/driving license.

NOTE: The aptitude test is carried out "online" and remotely, hence, its execution requires having the documentation requested above, for confidentiality and security reasons. If the test is carried out and the result is satisfactory, the contracting process would continue.

We remain at your disposal for any questions or queries that may arise.

Best regards,

SIGMA.AI INC

- 1) **Data controller.** In accordance with the applicable legislation regarding the protection of Personal Data, such as the Regulation (EU) 2016/679 of the European Parliament and of the Council of April 27th, 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC ('GDPR'), the Candidate is hereby informed that their personal data will be compiled and processed by 'Sigma.AI, Inc.', located in 1101 Brickell Avenue, Suite N 1400, Miami, Florida 33131 (hereinafter, 'Sigma') as the Data Controller. For any questions regarding the processing of the Personal Data, the Candidate may contact the Data Protection Officer at dpo@sigma.ai.
- 2) **Purpose and lawfulness.** More precisely, the Candidate's data will be processed for the management of employment opportunities at Sigma, as well as for keeping the Candidate informed about possible job openings in which they may fit in the future. Therefore, the legal basis for the processing is precontractual measures together with Sigma's legitimate interest for future recruitment of personnel, in accordance with Article 6 of the GDPR. In this case, unless the Candidate exercises their rights set out in point 3 below, the personal data will be kept for a maximum period of 24 months. Once this period has expired, Sigma will contact the Candidate so that they may give explicit consent, on an annual basis, for us to continue processing the personal data in order to manage eventual future job opportunities in which they might fit. Your personal data will not be kept for longer than necessary for the aforementioned purposes, notwithstanding their necessary retention for the establishment, exercise or defense against potential claims and/or as long as the applicable legislation allows it.
- 3) **Rights.** The Candidate is hereby informed that they may exercise their rights to access, erasure, rectification and objection via email at dpo@sigma.ai. Likewise, in certain circumstances, the Candidate may request the limitation of the processing of their data, as well as its portability to any third party indicated by them. Until notified otherwise, the Company understands the Candidate's data have not been modified. In that case, the Candidate shall notify the Company of any modification of their data.
- 4) **Recipients.** The Candidate is hereby notified that their personal data may be made available to other companies in our group or related to it, whether they are located in the European Economic Area or abroad. to the related company Sigma Corporate Solutions, S.L.U., with offices at Avda. de Manoteras 6, 28050 Madrid, Spain. If the Candidate's data are made available to companies located in countries which do not provide the level of data protection the European Commission deems appropriate, Sigma will provide it in accordance with the applicable legislation by adopting the appropriate measures in accordance with Article 46.2 of the GDPR. In any case, the Candidate will be notified of such data transfers in a detailed manner, as well as the guarantees upon which these shall be based. The Candidate may request additional information by email at dpo@sigma.ai.