

JENNIE

DATA PROTECTION SUPPORT OFFICER



LANGUAGES

- ✓ English (native)
- ✓ Portuguese

PROFILE

Jennie has extensive experience in managing sensitive information, coordinating complex requests, and maintaining accurate records across fast-paced environments. Her strong organisational skills and attention to detail enable her to manage competing priorities whilst maintaining confidentiality and accuracy.

With practical knowledge of UK data protection requirements, Jennie is accustomed to working with sensitive medical and personal data and liaising with a wide range of stakeholders. Her calm, methodical approach enables her to provide reliable support across client data protection activities.

QUALIFICATIONS

- ✓ Postgraduate Certificate in Education

SAMPLE EXPERIENCE

As a Data Protection Support Officer (DPSO), Jennie supports clients with Data Subject Access Requests (DSARs), reviewing personal data, applying appropriate redactions, and preparing information for disclosure. She works closely with the wider DPO team to ensure requests are progressed efficiently and responses are completed within required timeframes.

Previously working within the Healthcare sector, Jennie coordinated sensitive case requests between healthcare providers, police forces, and other external stakeholders. She maintained confidential medical and personal records, monitored case progress and deadlines, and managed urgent enquiries to ensure information was handled accurately and in line with UK data protection requirements.