# Data protection notice for applicants

We are delighted that you are interested in our company and are applying or have applied for a position.

The protection of your data is very important to us. This data protection notice provides you with the following information on the processing of your personal data in connection with your application.

## WHO IS RESPONSIBLE FOR DATA PROTECTION IN OUR COMPANY?

ifm statmath gmbh An der Alche 15 57072 Siegen

Further information about our company, details of the authorised representatives and other contact options can be found at

### https://www.statmath.de/impressum/

### WHAT DATA IS PROCESSED IN CONNECTION WITH YOUR APPLICATION AND FOR WHAT PURPOSES?

We process the personal data provided to us in connection with your application in order to check your suitability for the position (or any comparable other vacancies/positions in our company) and to carry out the application process. We process the following data of persons who apply for employment with us via the application form on our websites or otherwise:

First name, surname, email address, address, telephone number (if provided) and the application data submitted to us. Automated decision-making does not take place. Without the provision of the data, it is not possible to carry out the application process and we will unfortunately not be able to consider you when filling the respective position(s).

#### ON WHAT LEGAL BASIS IS THE PROCESSING OF YOUR PERSONAL DATA BASED?

The legal basis for the processing of your personal data in the application process is Art. 6 para. 1 sentence 1 lit. b GDPR or in conjunction with Art. 88 para. 1 GDPR in conjunction with. § 26 Section para. 1 sentence 1 BDSG. If necessary, the processing is based on your consent within the meaning of Art. 6 para. 1 sentence 1 lit. a GDPR (see below).

# HOW LONG WILL THE DATA BE STORED?

We store the data from your application documents as well as supplementary documents and data from the further process exclusively for the purpose of selecting applicants for the position for which you have applied and for similar positions in the ifm group of companies that match your profile.

In the event of a rejection, your data will be deleted after 6 months at the latest.

If you would like us to include your data in our applicant pool for the next possible vacancy, your applicant data will be deleted after 2 years at the latest. In this case, we require a corresponding consent, which you can revoke at any time without giving reasons with effect for the future. The legality of the processing prior to the time of cancellation remains unaffected.

If you are hired as part of the application process, the data from the application system will be transferred to our HR system.

In individual cases, the storage period may be longer. The storage period then depends on the statutory retention obligations, such as the German Commercial Code or Fiscal Code.

### WHO WILL THE DATA BE PASSED ON TO AND WHERE WILL IT BE PROCESSED?

Upon receipt, your application documents are entered into a recruiting tool and analysed by employees of the HR department or by other responsible managers or specialists in our company. In the company and in the ifm group of companies itself, only those persons who are responsible for the application process have access to your data.

The data is processed exclusively by the person responsible on site.

Data is not regularly passed on to other third parties.

Your data will not be processed in a third country and such processing is not planned.

### YOUR RIGHTS

You have the right to information about the processing of your personal data at any time. When requesting information, we ask for your understanding that we may require you to provide proof that you are the person you claim to be.

You also have the right to rectification, erasure or restriction of processing at any time, provided that the legal requirements for this are met. You may also have the right to object to the processing of the legal requirements. The same applies to the right to data portability.

You have the right to lodge a complaint with a data protection supervisory authority at any time.

If you are of the opinion that your personal data is not being processed in compliance with data protection laws, we would kindly ask you to contact us or our data protection officer.

#### **OUR DATA PROTECTION OFFICER**

We have appointed an external data protection officer for our company.

Markus Weber/Jens Herrmann dokuworks GmbH Birlenbacher Str. 20 57078 Siegen <u>datenschutz@doku.works</u>