

## **Data protection information about our processing of personal data of candidates (m/f/d) according to Art. 13, 14 and 21 of the General Data Protection Regulation (GDPR)**

Dear Candidate,

In accordance with the requirements of Articles 13, 14 and 21 of the General Data Protection Regulation (GDPR), we hereby inform you about the processing of personal data provided by you as part of the recruitment process and, if applicable, collected by us, and your rights in this regard. In order to ensure that you are fully informed about the processing of your personal data within the scope of the personnel consulting process, please take note of the following information.

### **1. RESPONSIBLE BODY IN THE SENSE OF DATA PROTECTION LAW**

TALENTspy GmbH  
Pacellistrasse 8  
D-80333 Munich  
Phone +49 89 480 5820  
info@talentspy.de  
www.talentspy.de

### **2. CONTACT DETAILS OF OUR DATA PROTECTION OFFICER**

Proliance GmbH  
Data Protection Officer  
Leopoldstrasse 21  
D-80802 Munich  
datenschutzbeauftragter@datenschutzexperte.de

### **3. PURPOSES AND LEGAL BASES OF PROCESSING**

We process your personal data in accordance with the provisions of the European General Data Protection Regulation (GDPR) and the German Federal Data Protection Act (BDSG), insofar as this is necessary for the implementation of the personnel consulting process and the transfer to companies for job placement procedures.

The legal basis for the processing of your personal data by our company and the transfer to companies for job filling procedures is primarily your consent voluntarily given to us in accordance with Art. 6 Para. 1 lit. a GDPR. If your application documents also contain so-called "special categories of personal data" within the meaning of Art. 9 Para. 1 GDPR, the legal basis for processing by us and forwarding to companies is your consent granted pursuant to Art. 9 Para. 2 lit. a GDPR. Consent given can be revoked at any time with effect for the future (see section 9 of this data protection information).

If you have given us your consent to do so, we will also store your data in our talent pool on the basis of your consent pursuant to Art. 6 Para. 1 lit. a GDPR in order to consider you in the future for suitable vacancies with regard to a job filling procedure.

Furthermore, we may process personal data from you if this is necessary for the fulfillment of legal obligations (Art. 6 Para. 1 lit. c GDPR) or legitimate interests of our company (Art. 6 Para. 1 lit. f GDPR – e.g., for the defense or assertion of legal claims) or for the performance of a contract existing between us (Art. 6 Para. 1 lit. b GDPR).

#### **4. CATEGORIES OF PERSONAL DATA**

We only process data that is related to the personnel consulting process and the job placement procedure. This may include general personal data (name, address, contact details, etc.), information on your professional qualifications and school education, information on further professional training and, if applicable, other data that you provide to us in this context or that we have collected.

#### **5. SOURCES OF THE DATA**

We process personal data that we have received from you (e.g., via e-mail or in personal conversations) or that we have additionally collected through our own research (e.g., via professional social media networks such as LinkedIn).

#### **6. RECEIVER OF THE DATA**

We only pass on your personal data within our company to those areas and persons who need this data to carry out the personnel consulting process or to fulfill legal obligations or to implement our legitimate interest.

Within the scope of the personnel consulting process, we pass on your personal data to companies for the processing of the job placement procedure after consultation with you and on the basis of your consent.

Your personal data will also be processed on our behalf on the basis of order processing contracts pursuant to Art. 28 GDPR and accordingly strictly in accordance with our instructions. The categories of recipients in this case are (email) hosting providers and providers of applicant management systems and -software.

Otherwise, data is only forwarded to recipients outside the company if this is permitted or required by law, if the forwarding is necessary to fulfill legal obligations, or if we have your consent.

## **7. TRANSMISSION TO A THIRD COUNTRY**

A transfer of your personal data to a third country (exception: possibly Austria, Switzerland; only after consultation) is not intended.

## **8. DURATION OF DATA STORAGE**

We store your personal data as long as this is necessary for the implementation of the personnel consulting process and the staffing procedure and we have your consent to do so. We store your personal data beyond this only insofar as this is required by law or in the specific case for the assertion, exercise or defense of legal claims.

If applicable, you will receive an invitation to join our talent pool following a job filling process that has taken place. This will allow us to consider you for suitable vacancies in the future with regard to a staffing procedure. If we have your corresponding consent, we will store your personal data in our talent pool in accordance with your consent or, if applicable, future consents.

## **9. YOUR RIGHTS**

Every data subject has the right to information under Art. 15 GDPR, the right to rectification under Art. 16 GDPR, the right to erasure under Art. 17 GDPR, the right to restriction of processing under Art. 18 GDPR, the right to notification under Art. 19 GDPR and the right to data portability under Art. 20 GDPR.

In addition, you have the right to lodge a complaint with a data protection supervisory authority pursuant to Art. 77 GDPR if you believe that the processing of your personal data is not lawful. The right of appeal is without prejudice to any other administrative or judicial remedy.

If the processing of data is based on your consent, you are entitled to revoke your consent to the use of your personal data at any time in accordance with Art. 7 GDPR. Please note that the revocation is only effective for the future. Processing that took place before the revocation is not affected. Please also note that we may need to retain certain data for a certain period of time in order to comply with legal requirements (see section 8 of this data protection information).

Right of objection:

Insofar as the processing of your personal data is carried out for the protection of legitimate interests pursuant to Art. 6 (1) lit. f GDPR, you have the right pursuant to Art. 21 GDPR to object to the processing of this data at any time for reasons arising from your particular situation. We will then no longer process this personal data unless we can demonstrate compelling legitimate grounds for the processing. These must override your interests, rights and freedoms, or the processing must serve the assertion, exercise or defense of legal claims.

To protect your rights, you can contact us using the contact details provided in section 1.

## **10. NECESSITY OF THE PROVISION OF PERSONAL DATA**

The provision of your personal data is voluntary. However, we can only carry out a personnel consultation and a job placement procedure if you provide such personal data that is required for the implementation.

## **11. AUTOMATED DECISION-MAKING**

As a matter of principle, no fully automated decision-making pursuant to Art. 22 GDPR is used in our personnel consulting process.