

# Information to the processing of data

in accordance with Article 13 and 14 GDPR

– Data processing in the scope of application procedure –

Hereby we inform you regarding the processing of your personal data:

## Data processing

We – surfactor Germany GmbH, Graf-Beust-Allee 17; 45141 Essen, Germany – process your personal data regarding your person in the context of the application procedure, as well as to determine your potential work-related applicability. Hereby we process the data provided by you for the purpose of a well-founded personnel decision on the basis of Art. 6 para. 1 sent. 1 lit. b GDPR. Moreover, additional ratings, based on objective, non-discriminating criteria, are added. Further, if permissible for the particular case, additional publicly available personal data will be added to your person.

The data provided by you are needed for the execution of the application procedure. Without these data we are not able to consider your application.

## Transfer / Service provider

Some of your personal data will be passed on to external service providers to support us in the personnel selection process. The companies are subject to the GDPR.

## Retention and erasure of data

Your data is kept as long as it is needed for the purpose of the application procedure. In case you object to the data processing during the application procedures, your data – as far as no retention period is specified by law – will be erased.

Your application data will be deleted at the end of the application procedure and after the period for filing a lawsuit has passed unless you agreed that your application will be saved for other job offers. Speculative applications will be stored for the longest until you withdraw your consent or for the period of two years and will be erased then.

## Your rights

Hereby we inform you that pursuant to Art. 15 et seqq. GDPR, under the conditions defined therein, you have the right of access to the information regarding your personal data as well as the right to rectification, erasure or restriction of the processing of your personal data, the right to object to the processing and the right to data portability. Likewise, you have the right, according to Article 77 GDPR, to lodge a complaint with a supervisory authority if you believe that the processing of your personal data infringes the data protection laws. If the processing is based on Article 6 para. 1 lit. a GDPR or Art. 9 para. 2 lit. a GDPR (consent) you have the right to withdraw your consent at any time without affecting the legality of the processing on the basis of the consent up to the time of revocation.



**Data protection officer**

For the surfactor Germany GmbH responsible data protection officer is Dr. Jörn Voßbein (UIMC; consultants@uimc.de).