

Information about the processing of your applicant data

We hereby inform you about the processing of your personal data by the company CIPRES GmbH and the rights granted to you under the Data Protection Act.

Who is responsible for the data processing and who is the data protection officer?

Responsible for the data processing is the

CIPRES GmbH
Ahorner Berg 4
96482 Ahorn
Germany
Phone +49 9561 7995 700
info@cipres.biz

Our data protection officer, you can reach under the above mentioned address with the addition - Data Protection Officer- or under info@cipres.biz

Which data categories do we use and where do they come from?

The processed categories of personal data include in particular your master data (such as first name, last name, name addition, nationality), contact data (such as private address, (mobile) telephone number, e-mail address) as well as the data of the entire application process (cover letter, certificates, Questionnaires, interviews, qualifications and previous activities).

As a rule, your personal data is collected directly from you during the hiring process. In addition, we may have received data from third parties (such as job placement) to whom you have provided your information for distribution.

For what purposes and on what legal basis is data processed?

We process your personal data in compliance with the provisions of the EU General Data Protection Regulation (GDPR), the Federal Data Protection Act (BDSG).

First and foremost, data processing is used to conduct and process the application process and to assess the suitability of the vacancy in question. The processing of your applicant data is necessary in order to decide on the creation of a contractual relationship. The primary legal basis for this is Article 6 (1) (b) GDPR.

Insofar as necessary, we also process your data on the basis of Article 6 Abs. 1 f) GDPR in order to safeguard the legitimate interests of us or third parties (such as public authorities).

Data processing for statistical purposes (such as candidate behavior studies) is for your own use only.

Your applicant data will be treated confidentially at all times. If we wish to process your personal data for a purpose not mentioned above, we will inform you in advance.

Who gets your data?

Within our organization, only the individuals and entities (such as the department) will receive your personal information, which will be required for the recruitment decision and to fulfill our pre-contractual and regulatory obligations.

Within our group of companies, your data is transmitted to specific companies as they perform data processing tasks centrally for the affiliated companies (for example, group-wide candidate management).

Information about the processing of your applicant data

In addition, we serve to fulfill our contractual and legal obligations to some different service providers. These can receive data for destruction of confidential documents and hardware or IT services.

In addition, we may transfer your personal data to other recipients outside the company, as far as this is necessary to justify the contractual relationship.

How long will your data be stored?

We will delete your personal information six months after completing the application process, if a contractual relationship does not materialize. This does not apply insofar as statutory provisions preclude the deletion or further storage is necessary for purposes of proof or you have consented to a longer storage.

Which data protection rights can you assert as a data subject?

You can under the above-mentioned address information about the data stored about your person. In addition, under certain circumstances, you may request the correction or deletion of your data. You may also be entitled to restrict the processing of your data and have the right to disclose the data you provide in a structured, common and machine-readable format.

Right to

If we process your data in order to safeguard our legitimate interests, you can object to this processing for reasons that arise from your particular situation. We will then no longer process your personal information unless we can demonstrate compelling legitimate grounds for processing that outweigh your interests, rights and freedoms, or processing for the purposes of asserting, pursuing or defending legal claims.

Are you required to provide your data?

As part of your application, you must provide the personal information required to complete the application process and the aptitude assessment. Without this data, we will not be able to complete the application process and make a decision on the establishment of a contractual relationship.

Where can you complain?

You have the option of complaining to the above-mentioned data protection officer or to a data protection supervisory authority.

The data protection supervisory authority responsible for us is:

Bayerisches Landesamt für Datenschutzaufsicht
Postfach 6 06
91511 Ansbach
Germany