

APPLICANT INFORMATION

HANDLING OF APPLICANT DATA

We offer you the opportunity to apply to us (e.g. by e-mail, post or online application form). In the following, we inform you about the scope, purpose and use of your personal data collected as part of the application process.

SCOPE AND PURPOSE OF DATA COLLECTION

If you send us an application, we process your associated personal data (e.g. contact and communication data, application documents, notes taken during interviews, etc.) insofar as this is necessary for the decision on the establishment of an employment relationship. The legal basis for this is § 26 BDSG under German law (initiation of an employment relationship), Art. 6 para. 1 lit. b GDPR (general contract initiation) and – if you have given your consent – Art. 6 para. 1 lit. a GDPR. Consent can be revoked at any time with effect for the future.

If the application is successful, the data submitted by you will be stored in our data processing systems on the basis of Section 26 BDSG and Art. 6 para. 1 lit. b GDPR for the purpose of implementing the employment relationship.

RETENTION PERIOD OF THE DATA

If we are unable to make you a job offer, you reject a job offer or withdraw your application, we reserve the right to retain the data you have submitted on the basis of our legitimate interests (Art. 6 para. 1 lit. f GDPR) for up to 6 months from the end of the application process (rejection or withdrawal of the application). The data will then be deleted and the physical application documents destroyed. The retention serves in particular as evidence in the event of a legal dispute. If it is evident that the data will be required after the six-month period has expired (e.g. due to an impending or pending legal dispute), the data will only be deleted when the purpose for further storage no longer applies.

Longer storage may also take place if you have given your consent (Art. 6 para. 1 lit. a GDPR) or if statutory retention obligations prevent deletion.

INCLUSION IN THE APPLICANT POOL

If we are currently unable to make you a job offer, you may be able to join our applicant pool. If you are accepted, all documents and details from your application will be transferred to the applicant pool in order to contact you in the event of suitable vacancies.

Inclusion in the applicant pool takes place exclusively on the basis of your express consent (Art. 6 para. 1 lit. a GDPR). Giving your consent is voluntary and is not related to the current application process. You can revoke your consent at any time, in which case the data from the applicant pool will be irrevocably deleted, provided there are no legal reasons for storage.

We will irrevocably delete the data from the applicant pool no later than 18 months after consent has been granted.