

Data protection provisions for the Applicant Tool – Informed consent

We, the company Schlemmer Holding GmbH, Einsteinring 10, 85609 Aschheim and our worldwide companies (hereinafter referred to as "we"), offer you as an applicant (m/f/x) (hereafter referred to as "you") an applicant tool. Job advertisements are published via this application tool and you can apply for these job advertisements by uploading your application documents. In addition, you can send unsolicited applications via the applicant tool by uploading your application documents.

In doing so, you provide us with personal data. These are details of your personal or material circumstances, such as your name, address, telephone number, date of birth, if applicable your photo as well as various details in your cover letter and attachments, such as your certificates and your curriculum vitae.

Below is an overview of which personal data is collected for what purpose, how this data is processed and/or transmitted, how you can obtain information about the personal data provided to us and what other rights you can exercise.

1. Purposes and legal bases of processing

To use the applicant tool, you can either upload your documents to a designated location or as an unsolicited application. This is done by confirming the "Submit" button. You enter the following data that are collected, processed and used: Your first name and surname, your e-mail address, your telephone number, your address, your date of birth, your salary expectation if required, your availability for a potential position, your cover letter and attachments as well as your certificates and your curriculum vitae (hereinafter referred to as "application documents").

Your application documents, which you submit to us in the context of an application for an advertised position or as an unsolicited application, will only be used by us for the application process, i.e. for the purpose of storage, evaluation, assignment and, if applicable, internal forwarding of your application and for contacting you.

To this end, you give us your voluntarily declared consent to the personal data you provide by clicking on the box to which we hereby refer.

2. Recipient of personal data

Your personal data will be collected, processed and used by our respective company mentioned in the job advertisement you have applied to and will be accessible to this company through the applicant tool.

As part of the application process, your application documents will be accessible to the respective personnel managers of our company you have applied to and to Schlemmer Holding GmbH and, if applicable, to the relevant works council, and will be made available to the managers of the relevant department seeking to fill a vacancy. In addition, your application documents will be stored on servers of SpaceNet AG, Elisabeth-Selbert-Str.7, 80939 Munich. This is a service provider contracted by us and acting under an order processing agreement. Any further use or disclosure of the data will not take place.

In the case of unsolicited applications, your application documents will be accessible to the respective personnel managers of Schlemmer Holding GmbH. If necessary, they will make your application documents available to the respective human resources managers of one of our companies which has a potential vacancy for you and make them available to the managers of the relevant department. Your personal data will be collected, processed and used by our respective company which has a potential vacancy for you, and can be viewed by this company via the applicant tool. Any further use or disclosure of the data will not take place.

3. Providing access to your personal data

Access to your personal data is provided on a voluntary basis. However, your application can only be processed and taken into consideration if you provide us with your relevant personal data.

4. Storage period

The application documents of applications for advertised vacancies as well as of unsolicited applications will be stored for six (6) months after receipt of the application and then deleted. However, deletion can only be implemented if there are no legal storage periods and it is technically possible. Otherwise, your personal data will be neutralised.

5. Special personal data

If your application documents contain "special personal data" according to Art. 9 GDPR (e.g. a photo that shows your ethnic origin, details of a severe disability, trade union membership or your religious beliefs), your consent shall also apply to these data. However, as we wish to assess all applicants solely on the basis of their qualifications, we would ask you to refrain from providing such information in your application.

6. Right of access

You are entitled to request information, at no cost and at any time, about your stored personal data, their source and recipient, the purpose and duration of the data processing as well as the content of the consent itself or right of objection to the processing as well as the right of data portability.

7. Rectification or erasure

You have the right at any time to correct, erase or restrict the processing of your stored personal data.

8. Revocation of the declaration of consent

You may revoke your consent with effect for the future at any time in writing or by e-mail or by phoning the contact details provided. The legality of the processing carried out on the basis of your consent until the revocation shall not be affected.

9. Existence of a right of appeal to a supervisory authority

If, as the person concerned, you believe that the existing processing of your personal data violates specific content and specifications of the EU GDPR (Data Protection Regulation "EU Regulation 2016/679"), you have the right to appeal to the competent supervisory authority.

10. Contact person for data protection

If you have any questions concerning the collection, processing or use of your personal data, information, correction, blocking or deletion of data as well as revocation of granted consent, please contact:

Mr. Tobias Böhmert, TÜV SÜD Sec-IT GmbH
External Data Protection Officer for Schlemmer Holding GmbH
Ridlerstraße 57
80339 Munich / Germany
+49 (0) 89 / 50084 – 657

or:

data.protection@schlemmer.com