

# **Data Protection Information for Applicants**

## Purpose of the data processing

We process your personal data for the purpose of reviewing and processing your application.

#### Legal basis

We process your personal data to check whether we can conclude an employment contract with you (contract initiation, Art. 6 (1) b GDPR).

## **Categories of personal data**

As a rule, we only process data about you that you have given us yourself, in most cases from the application documents and in the job interview.

## Recipients

Your personal data will be viewed and processed internally.

If you provide us with your data by e-mail, our IT service providers can gain insight (e.g. for maintenance and support). However, these service providers are obligated through contracts and laws to keep your data confidential.

We use IT service providers/cloud service providers whose sub-contractors/parent companies are located in the USA. The legal basis for the transfer to this third country is EU standard contractual clauses.

#### **Retention period**

We will store your personal data for as long as they are required for the above-mentioned purposes and for as long as legal retention periods require.

If we are unable to conclude an employment contract with you, we will generally delete the data 6 months after the end of the application process.

In the event that we conclude an employment contract with you, we will transfer the necessary data to your personnel file. In this case, we will inform you in a separate letter about the further handling of your data.

#### Your rights as a data subject

As a data subject you are entitled to the following rights, provided that the legal requirements are fulfilled:

- Right to be informed, Art. 15 GDPR
- Right to rectification, Art. 16 GDPR
- Right to erasure, Art. 17 GDPR
- Right to restriction of processing, Art. 18 GDPR
- Right to data portability, Art. 20 GDPR
- Right to object, Art. 21 GDPR

If the processing is based on your consent, you have the right to revoke this consent to process the data at any time in whole or in part with effect for the future.



You also have the right to lodge a complaint with the data protection supervisory authority regarding the data processing.

## Provision of data

You provide us with your data voluntarily. In order for us to be able to check your application and suitability, however, the disclosure of some data is essential. If you do not wish to provide us with the required data, we will unfortunately not be able to consider your application.

## Controller and data protection officer

Responsible for this data processing:

VaRi Bioscience GmbH, Freiheitstr. 120b, 15745 Wildau e-mail: <u>info@vari-bioscience.com</u>; phone: 0337 55240114

The data protection officer can be contacted at fox-on Datenschutz GmbH, Pollerhofstr. 33a, 51789 Lindlar, Germany, dpo@fox-on.com