

APPLICANT INFORMATION ON DATA PROTECTION

Dear Applicant,

We are pleased that you are interested in us and are applying or have applied for a position in our company. In the following, we would like to provide you with information on the processing of your personal data in connection with the application.

1. RESPONSIBILITY FOR DATA PROCESSING

Responsible for data processing is:

Frey & Co GmbH, Papyrerstr. 12, 83661 Lenggries-Fleck.

You will find further information about our company, details of the persons authorized to represent us and also further contact options in our imprint on our website:

<https://www.frey-systeme.de/impressum>

You can reach our data protection officer Stephan Krischke at:
datenschutz@frey-systeme.de

2. PURPOSE OF DATA PROCESSING

The data processing is based on the application sent by you for an advertised position in our company or on your own initiative.

For this purpose, we process your personal data for:

- Address and contact information, such as email address, phone number, date of birth,
- Application photo
- Curriculum vitae, school and work references
- Data on further education and training
- Reference information and contacts of reference persons

The data will be stored in our e-mail system and, if necessary, forwarded in printed form to the responsible departments within the company. We will check your documents to ensure that they match the position advertised or the job you have applied for on your own initiative.

3. RECIPIENTS OF YOUR DATA

Your applicant data will be reviewed by the HR department after receipt of your application.

Suitable applications are then forwarded internally to the department managers for the respective open position.

The further procedure is then coordinated. In principle, only those persons in the company have access to your data who require this for the proper conduct of our application process.

4. ADVERTISING

We do not use your data for advertising purposes.

5. STORING YOUR DATA

Your personal data will be deleted at the end of the selection process after 6 months.

Documents in printed form will be deleted by means of proper shredding.

In the event that you have agreed to further storage of your personal data, we will transfer your data to our applicant pool. There, the data will be deleted after two years.

If you are awarded a position during the application process, your data will be transferred from the applicant data system to our HR information system.

The data is processed exclusively in data centers in the Federal Republic of Germany.

6. DATA SECURITY

We have taken appropriate measures to ensure the confidentiality, availability and integrity of your data. To this end, we have taken sufficient technical and organizational measures in accordance with Art. 32 of the GDPR.

Security note: Sending unencrypted e-mails via the Internet is not sufficiently protected against unauthorized access by third parties. For confidential communication, encryption by PGP, S/MIME or TLS can be used.

7. YOUR RIGHTS

You have the right to obtain information about the personal data concerning you. You can also request the correction of incorrect data.

The processing of your data is based on a contractual initiation with your consent.

You have the right to revoke your consent.

You also have the right to complain to the competent supervisory authority for data protection if you believe that the processing of your personal data is not lawful.

8. LEGAL BASIS

The legal basis for the processing of your personal data in this application procedure is primarily Section 26 BDSG in the version applicable as of 25.05.2018. Accordingly, the processing of data required in connection with the decision on the establishment of an employment relationship is permissible.

Should the data be required for legal prosecution after the conclusion of the application process, if applicable, data processing may be carried out on the basis of the requirements of Art. 6 DSGVO, in particular to safeguard legitimate interests pursuant to Art. 6 (1) lit. f) DSGVO. Our interest then consists in the assertion or defense of claims.

Your FREY HR - Team