#### Information of the data subjects (applicants) pursuant to Art. 13, 14 GDPR

We are delighted that you are interested in our company and have applied for a position. In order for us to process your application, it is necessary to process and store your personal data.

Your personal application data will be processed in accordance with the General Data Protection Regulation and the country-specific data protection regulations applicable to Viprotron GmbH. To this end, Viprotron GmbH has implemented numerous technical and organizational measures to ensure the protection of your applicant data.

#### Contact details of the responsible body

The responsible body for the data processing of your application is within the meaning of data protection law:

Viprotron GmbH Andreas Sandner (Management) Kai Vogel (Management) Ostendstr. 17 64319 Pfungstadt Phone: 06157 - 98638-0 E-mail: bewerbung@viprotron.de

Further information about our company, authorized representatives, as well as other contact options can be found in the imprint of our website https://www.viprotron.de/impressum/.

You can contact our data protection officer at datenschutzbeauftragter@viprotron.de or at our postal address with the addition "Data Protection Officer".

# For what purposes is the processing of your personal data necessary and what are the legal bases?

We process the personal data sent with your application in order to check your suitability for a position (or any other vacant positions in our company) and to carry out the application process. The processing of your personal data takes place on the legal basis of Art. 88 GDPR in conjunction with. § Section 26 (1) BDSG (new). According to this, the processing of your personal data is permitted, which is necessary in the course of decision-making on the establishment of an employment relationship.

Any storage beyond the current application procedure or disclosure to third parties requires consent pursuant to Art. 6 para. 1 lit. a GDPR, which fulfills the requirements for consent pursuant to Art. 7 para. 1-4 GDPR.

#### Who receives your data?

Internal recipients have access to your application. These are: the HR department, the management, assistants and IT administrators. For the application process, it is also necessary for your application to be forwarded internally to the responsible head of the specialist department.

If you have applied via the job portal indeed or Stepstone, the application documents will be sent to us by Indeed or Stepstone. Here you will find the data protection declarations of the respective portals:

Indeed: https://hrtechprivacy.com/de/brands/about-indeed#privacypolicy

Stepstone: https://www.stepstone.de/ueber-stepstone/datenschutzerklarung-fur-bewerber/

The transferred data may only be used by the third party for the agreed purposes. In the event of commissioned processing, the contractors shall act on our behalf and in accordance with our instructions.

# Your data will not be passed on to third parties / to a third country.

There is no planned transfer of data to a third country in the course of your application. How long do we store your data? In the event of a negative response to your application or after receiving a speculative application, your application documents (electronic and printed) will be kept for up to six months. After that, your application documents will be completely deleted or destroyed.

If your application is followed by the conclusion of a contract, your data must be stored and used for the purpose of the usual organizational and administrative process in compliance with the relevant legal regulations. Of course, you have the right to withdraw your application at any time.

## What rights do you have if you provide us with personal data?

Right of access Right to rectification Right to restriction of processing Right to erasure Right to information Right to data portability Right to object

## Details of your rights can also be found in the privacy policy on our website.

## Provision of personal data and consequences of non-provision:

Applicants must provide the relevant personal data for an application procedure. Failure to provide the necessary personal data means that an application cannot be considered or employment is not possible.

Automated decision-making: There is no automated decision-making or profiling.

## Right to lodge a complaint with a supervisory authority

You also have the right to complain to a data protection supervisory authority about the processing of your personal data by us. The supervisory authority responsible for us is: Der Hessische Beauftragte für Datenschutz und Informationsfreiheit, Gustav-Stresemann-Ring 1, 65189 Wiesbaden, telephone: 0611 1408-0, fax: 0611 1408-900, e-mail: poststelle@datenschutz.hessen.de