

Data privacy information

How we handle your data and rights

– Information according to Articles 13, 14 and 21 of the General Data Protection Regulation (GDPR) –

Dear Applicant,

In the following, we will inform you about how we process your personal data and the entitlements and rights you have in accordance with the data protection regulations.

1. Who is responsible for data processing and who can I contact?

The responsible body is:

ise Individuelle Software und Elektronik GmbH
Osterstraße 15
26122 Oldenburg (Germany)
Phone: +49 441 680 06 0
Fax: +49 441 680 06 10
Email address: bewerbung@ise.de

You can reach our company data protection officer at:

ise Individuelle Software und Elektronik GmbH
Datenschutzbeauftragter
Osterstraße 15
26122 Oldenburg (Germany)
Email address: datenschutz@ise.de

2. What sources and data do we use?

We process personal data that we receive from you. We also process personal data that we have obtained from publicly available sources and are authorised to process.

Relevant personal data is understood as data related to the application process, such as personal details (name, address and other contact details), information that concerns your professional career (e.g. training and further education, certificates), certificates of performance and appraisals. This may also include special categories of personal data such as health information.

3. What do we process your data for (purpose of processing) and on what legal basis?

We process personal data in accordance with the provisions of the European General Data Protection Regulation (GDPR) and the Federal Data Protection Act (BDSG):

3.1 For the execution of pre-contractual measures or to fulfil obligations (Article 6 Paragraph 1b GDPR)

Personal data is processed (Article 4 No. 2 GDPR) in order to carry out the application process. In particular, it is processed to check and assess your suitability for the vacancy and to decide whether to commence an employment relationship. The legal basis of this is Article 6 Para. 1 lit b of the GDPR in conjunction with Section 26 BDSG.

3.2 To weigh interests (Article 6 Para. 1F GDPR)

If necessary, we also process your data to protect our legitimate interests. This applies in particular to internal communication and administrative purposes.

3.3 Based on your consent (Article 6 Paragraph 1a GDPR)

Finally, we process your personal data if you have given us consent to do so (Article 6 Para. 1 lit. a), 7 GDPR in conjunction with Section 26 Para. 2 BDSG). You can revoke your consent at any time.

Please note that revocation will only apply to the future. Any processing done before the revocation is not affected.

4. Who obtains my data?

Within the company, access to your data is given to departments that need it to fulfil our contractual and legal obligations (e.g. HR department, respective managers). Processors employed by us (Article 28 GDPR) may also obtain data for the specified purposes.

We may also pass on information about you if necessary within the context of our economic activity or to fulfil our contractual or legal obligations, or if you have given your consent.

5. How long is my data stored for?

If required, we process and store your personal data for the duration of the application process. Once the application process is complete, we will store your data for a maximum of 6 months as proof that the application process was lawful. After this period, your data will be deleted. Any further storage will only take place if you have given your consent.

6. Will data be transferred to a third country or international organisation?

Data is only transferred to third countries (countries outside the European Economic Area – EEA) if the EU Commission has confirmed that an adequate level of data protection exists in the third country or if adequate data protection guarantees exist (e.g. EU standard contractual clauses). If these prerequisites are not met, a transfer will only take place if it is necessary for the fulfilment of our obligations or if you have given us your consent after being informed of any risks associated with such a transfer. Detailed information on our service providers in third countries and the data protection level there can be obtained from the contact person detailed above.

7. What data protection rights do I have?

Every data subject has the right to **information** as per Article 15 GDPR, the right to **rectification** as per Article 16 GDPR, the right to **erasure** as per Article 17 GDPR, the right to **restriction of processing** as per Article 18 GDPR and the right to **data portability** as per Article 20 GDPR. The restrictions specified in Sections 34 and 35 of the BDSG apply to the right to information and the right to erasure. Data subjects also have the right to lodge a complaint with a data protection supervisory authority (Article 77 GDPR in conjunction with Section 19 BDSG).

8. Is there an obligation to provide data?

As part of the application process, we need personal data that enables us to assess your qualifications and abilities. Without such data, we are unable to consider your application.

9. Is automated decision-making used in any scenario?

We do not use fully automated decision-making as outlined in Article 22 GDPR in our application process.

10. Information on speculative applications

ise Individuelle Software und Elektronik GmbH will store your application documents and the data you voluntarily provided for a maximum of 2 years, even after the application process has been completed, and may consider it in relation to future vacancies and may contact you via the contact details you provided in your application documents (e.g. telephone, email or address).

Your consent to this is voluntary and may be revoked at any time. You will not suffer any disadvantages in the event of such refusal.

Data is only processed for the purposes mentioned above. Any further use is excluded or requires written consent.

Personal data processing is carried out in a secure environment. This is ensured by the technical and organisational measures implemented by the company. The company's data protection officer monitors this.

Information about your right of objection as per Article 21 of the General Data Protection Regulation (GDPR)

For reasons arising from your particular situation, you have the right to object to the processing of any personal data that concerns you, which is carried out on the basis of Article 6 Para. 1e GDPR (data processing in the public interest) and Article 6 Para. 1f GDPR (data processing on the basis of weighing interests).

If you make an objection, we will no longer process your personal data unless we can demonstrate compelling, legitimate reasons for processing that outweigh your interests, rights and freedoms, or the processing serves to assert, exercise or defend legal claims.

The objection can be made informally and should be addressed to:

ise Individuelle Software und Elektronik GmbH

- Personalabteilung -

Osterstraße 15

26122 Oldenburg (Germany)

Email address: bewerbung@ise.de