

1 General Information

Thank you for your interest in our company and your current or past application for employment with us. You will find below information on how your personal data is processed in connection with your application.

1.1 Controller

a)

WEFA Inotec GmbH
Rudolf-Diesel-Str. 11
78224 Singen (Htwl.)
Germany
Tel.: +49 (0) 7731.83 90-0
Fax: +49 (0) 7731.83 90-24
E-Mail: info@wefa.com
Managing Owner: Dr. Joachim Maier, Oliver Maier

b)

WEFA Singen GmbH
Rudolf-Diesel-Str. 11
78224 Singen (Htwl.)
Germany
Tel.: +49 (0) 7731.83 90-0
Fax: +49 (0) 7731.83 90-24
E-Mail: info@wefa.com

For further information on our company, authorised representatives and other contact options, please go to the legal information page on our website: <https://wefa.com/en/>

1.2 Data protection Officer

If you have any questions or comments on data protection (e. g. on information and updating of your personal data), you can also contact our data protection officer.

Deutsche Datenschutzkanzlei
-Mr. Maximilian Musch -
musch@ddsk.de
Tel.: (49) 0 7542 949421-02

2 Processing frame

2.1 Source and categories of personal data

We process the data that you have sent us associated with your application to check your suitability for the position (or other positions in our company that may be suitable) and conduct the application process. Moreover, we may be processing the data which you have published and are available on the internet as far as it is permitted under data protection law. This includes CVs, career etc.

2.2 Purposes and legal bases of the processed data

We process your personal data in compliance with the provisions of the EU General Data Protection Regulation (GDPR), the German Federal Data Protection Act (BDSG) and other relevant laws.

The legal basis for the processing of your personal data in this application procedure is primarily Art. 6 Para. 1 lit. b) GDPR and Sec. 26 BDSG. Accordingly, the processing of the necessary data in connection with the decision on the establishment of an employment relationship is legitimate.

Should the data be required once the application process has been concluded, the data may be processed on the basis of the requirements of Art. 6 GDPR, particularly for exercising legitimate interests in accordance with Art. 6 para. 1 f) GDPR. In such case, our interest is the assertion or defense of claims.

This also includes the processing of communication data (user details, content data, connection data as well as comparable data) in the context of the implementation of the application procedure through the use of internet-based communication tools.

We may process your personal communication data (user details, content data, connection data and comparable data) as part of the application process, in particular the digital implementation of job interviews, if the contract is initiated with the help of internet-based communication tools, in order to simplify the organisation of the application process and to be able to adapt it to the current needs of the applicant and employer.

Furthermore, your voluntarily given consent can be the legal basis for data processing according to Art. 6 para. 1 lit. a) GDPR (e. g. inclusion in the applicant pool, newsletter for new job offers). The consent given can be revoked at any time with effect for the future.

Furthermore, your voluntarily given consent can be the legal basis for data processing according to Art. 6 para. 1 lit. a) GDPR (e. g. inclusion in the applicant pool, newsletter for new job offers). You have the right to withdraw your consent at any time.

We will inform you in advance if we decide to process your personal data for any purpose not mentioned above.

2.3 Consequences of non-availability of data

As part of your application, you have to provide the personal data necessary to establish the employment relationship or which we are legally obliged to collect.

2.4 Automated individual decision-making or Profiling (Art. 22 GDPR)

We do not use automated decision-making methods according to Article 22 GDPR. If we do use such a method in individual cases in the future, we will inform you separately if this is required by law.

3 Recipients of data

3.1 Within the EU

Within our company, only the persons necessarily involved in the application process (e. g. specialist departments, management, personnel department) will receive your data. Your application data is reviewed by the HR department once your application has been received. Suitable applications are forwarded internally to the persons in the respective departments responsible for the vacant position.

The further course of action is determined after that. Only persons who require your data for the proper processing of your application are given access to it within our company.

3.2 Outside the EU

We do not transfer personal data to service providers or corporate enterprises outside the European Economic Area (EEA).

4 Storage period

In case of rejection, the applicants' data will be erased within four months after notice of rejection.

If you have given the consent to your personal data being stored for other job possibilities or a period of time longer than the current application process, we will include your data in our pool of applicants. The data in this pool is erased after two years. In the case that your application for a position is successful, the data is transferred from the applicant data system to our HR information system.

5 Your rights as a data subject

Under certain circumstances you can assert your data protection rights against us.

- Thus, you have the right to receive information from us about your data stored with us in accordance with the rules of Art. 15 GDPR (if necessary, with restrictions in accordance with § 34 BDSG).
- At your request, we will correct the data stored about you in accordance with Art. 16 GDPR if it is inaccurate or erroneous.
- If you so wish, we will delete your data in accordance with the principles of Art. 17 GDPR, provided that other statutory provisions (e. g. statutory storage obligations or the restrictions under § 35 BDSG) or an overriding interest on our part (e. g. to defend our rights and claims) do not prevent this.
- Taking into account the requirements of Art. 18 GDPR, you may request us to restrict the processing of your data.
- Furthermore, you may object to the processing of your data in accordance with Art. 21 GDPR, on the basis of which we must terminate the processing of your data. However, this right of objection only applies in very special circumstances of your personal situation, whereby the rights of our company may conflict with your right of objection.
- You also have the right to receive your data under the conditions of Art. 20 GDPR in a structured, common, and machine-readable format or to forward it to a third party.
- In addition, you have the right to revoke your consent to the processing of personal data at any time with effect for the future.

Data protection information for applicants

- You also have the option of contacting the above data protection officer or a data protection supervisory authority with a complaint.
- You also have the right to appeal to a data protection supervisory authority (Art. 77 GDPR).