

Data protection notice for applicants

Dear applicant,

As part of your application, it is essential that we process your personal data. "Personal data" means any information that relates to natural persons either directly or indirectly (such as names and addresses).

We see it as our duty to protect the privacy of every individual and to provide transparent information about the processing of personal data. With this privacy policy, we fulfil our obligations under Article 13 and Article 14 of the General Data Protection Regulation ("GDPR") and inform you how we collect and use your personal data when you apply to us.

1 Who is responsible for data processing?

The controller within the meaning of the GDPR, the national data protection law and other data protection regulations for the processing of your data as described below is

BÖHLER Immobilien GmbH & Co KG
Kendlbachstraße 11a, 8605 Kapfenberg, Austria

2 Purpose, data categories and legal basis for processing

We process the following of your personal data in order to carry out the application process with you and to ensure optimal staffing within our company.

- » Basic data of the data subject (salutation, title, academic degree, first name, surname, nationality)
- » Contact details (address, telephone number, e-mail address)
- » Educational data (school career, teaching and university degrees, various certificates, evidence, foreign languages, participation in various relevant training courses, other qualifications acquired in the course of training)
- » Data on professional background (previous employment relationships, professional CV, qualifications acquired through professional practice)
- » Photograph
- » Desired employment / position
- » Letter of motivation
- » Correspondence data (e-mails)
- » Salary expectations
- » Documentation of meetings, appointments and agreements (meeting notes)

Your data is processed on the legal basis of our overriding legitimate interest in carrying out an efficient application process (Art 6 (1) (f) GDPR) and on the basis of the necessity to carry out pre-contractual measures (Art 6 (1) (b) GDPR).

If you disclose special categories of personal data (e.g. racial and ethnic origin, political opinions, religious or philosophical beliefs or trade union membership, health data) to us, we process these on the basis of your explicit consent (Art 9 (2) (a) GDPR).

We collect your personal data as part of the application process either by you providing it to us (e.g. by sending us your application documents by email) or by collecting it ourselves (e.g. by taking notes during the interview). You are not obliged to provide us with your personal data. However, if you do not do so, we will not be able to carry out the application process with you.

3 Transmission and disclosure of data

Your personal data that you disclose to us during the application process will not be passed on and will be processed exclusively by us. We also commission processors (service providers) to process personal data (e.g. as part of an IT support contract). These processors (service providers) are contractually obliged to comply with data protection regulations.

4 Storage periods

The retention period for application-related data as part of the application process is 6 months from the end of the application process. When a data record is anonymized, no personal reference can be derived.

5 Rights of data subjects and the right to lodge a complaint

- » In accordance with Art. 15 GDPR, you have the right to request confirmation as to whether personal data is being processed by the controller and the right to information about this data.
- » In accordance with Art. 16 GDPR, you have the right to request the rectification of inaccurate data concerning you and/or the completion of incomplete personal data without undue delay.
- » In accordance with Art. 17 GDPR, you have the right to erasure of your personal data.
- » In accordance with Art. 18 GDPR, you have the right to restrict processing.
- » In accordance with Art. 20 GDPR, you have a right to data portability.
- » In accordance with Art 21 GDPR, you have the right to object to data processing.
- » If your data is processed on the basis of your consent, you have the right to withdraw your consent at any time. The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal.
- » Finally, you have the option of lodging a complaint with the supervisory authority responsible for you.

6 Contact details

If you have any questions about data protection and the assertion of your aforementioned rights, you can contact our data protection organisation by email at datenschutz@boehlerstern.com or by post at Hotel Böhlerstern, Friedrich-Böhler-Straße 13, 8605 Kapfenberg with the subject "Data protection".

Parts of this Data Protection Notice may be changed or updated by us for technical or legal reasons without prior notice to you. Please always check the current version of the Data Protection Notice to ensure that you are up to date with any changes or updates.