

First of all, we would like to thank you for your application and your interest in working with us. Below is information regarding the processing of your personal data in connection with your application.

Who is responsible for data processing?

The person responsible, in terms of data protection law, is:

*SieMatic Möbelwerke GmbH & Co. KG
August-Siekmann-Straße 1-5
D-32584 Löhne*

*Phone: +49 (0)5732 67-0
Fax: +49 (0)5732 67-297*

Email: info@siematic.de

You will find further information about our company, details of authorised representatives and further contact details on our website: www.siematic.com

What data will be processed by us? And for what purpose?

We process the data you have sent us in connection with your application in order to assess your suitability for the position (or any other open position in our company) and to complete the application process.

What is the legal basis for the processing of personal data?

Legal basis for the processing of your personal data in this application procedure is primarily § 26 BDSG in force since 25.05.2018. It allows the processing of the data required for a decision to be made regarding establishing an employment relationship.

Should the data be necessary for legal action after completion of the application procedure, data processing may be carried out on the basis of the requirements of Art. 6 DSGVO, notably for legitimate interests pursuant to Art. 6 para. 1 lit. f) DSGVO. Our interest then lies in the assertion or defence of claims.

How long is the data stored?

Candidate data will be deleted immediately in the event of rejection.

In the event that you have agreed to further storage of your personal data on the basis of our enquiry, we will transfer your data to our applicant pool. The data will be stored there "until revoked". A revocation is possible at any time without reason. In addition, the data in the applicant pool is checked every two years and deleted in the process.

In the event of recruitment during the application procedure, the data from the applicant data system will be transferred to our personnel information system.

To whom will the data be forwarded?

After receipt of your application, your applicant data will be reviewed by the personnel department and, if necessary, forwarded to internal departments within the framework of the selection procedure, which are involved in the decision regarding filling the vacancy. Any further procedure is co-ordinated within the company.

In principle, only the persons who need it for the proper course of our application procedure have access to your data.

Where is the data processed?

The data is processed exclusively in-house. No data is passed to external parties.

Your rights as a "data subject"

You have the right to information about the personal data processed by us about your person.

In the case of a request for information which is not made in writing, we ask for your understanding that we may then demand proof from you that you are the person who you claim to be.

Furthermore, you have the right to correction, deletion or restriction of the processing to the extent that you are legally entitled to do so.

Furthermore, you have the right to object to the processing within the scope of the statutory provisions. The same applies to a right to data transferability. The application can be withdrawn at any time.

Our data protection officer

We have appointed a data protection officer in our company. You can reach us via the following contact options:

SieMatic Möbelwerke GmbH & Co. KG
- Data Protection Officer -

August-Siekmann-Strasse 1-5

D-32584 Löhne

Phone: +49 (0)5732 67-0

Fax: +49 (0)5732 67-297

Email: datenschutz@siematic.de

right of appeal

You have the right to complain to a data protection supervisory authority regarding the processing of personal data by us.

Regulatory authority:

The state commissioner for

Freedom of data protection and information North Rhine-Westphalia

Kavalleriestr. 2-4

40213 Düsseldorf

Phone: 0211/38424-0

Fax: 0211/38424-10

E-mail: poststelle@ldi.nrw.de