



Application Privacy Policy

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1. General

In accordance with the requirements of Articles 13, 14 and 21 of the [General Data Protection Regulation \(GDPR\)](#), we hereby inform you about the processing of personal data collected and processed from you as well as your rights under data protection law in this regard when you apply for a position at enspired.

2. Purpose and legal basis of the data processing

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

We do this on the legal basis of our legitimate interest in conducting an efficient application process in accordance with Art. 6 (1) lit. f GDPR and based on the need to carry out pre-contractual measures in accordance with Art. 6 (1) lit. b GDPR. We collect this data as part of the application process either by you providing it to us (for example, by sending your resume by email) or by recruiting agencies/ recruiting consultants and by us collecting it ourselves (for example, by recording notes during the job interview).

2.1 Contact details of the data protection controller

If you have any questions about data protection, you will find the contact details of the responsible person or controller below

enspired GmbH
Wagenseilgasse 3
1120 Vienna
E-Mail: privacy@enspired-trading.com

3. Data receiver

We will transfer your data to the following recipients in the course of the application process:

- Employees who are involved in the application process.
- Employees who are involved in the decision on filling the position
- IT service providers
- Legal representatives

4. Transfer to third countries

If we transfer personal data to service providers outside the European Economic Area (EEA), the transfer will only take place if the third country has been confirmed by the EU Commission to have an adequate level of data protection or if other appropriate data protection guarantees (EU standard contractual clauses) are in place. You can request

further information on this at privacy@enspired-trading.com. In addition, you have the right to request confirmation from us that the relevant contractual agreements have been concluded.

5. Duration of processing

If your application is successful, we can process the data you have provided for the employment relationship. In addition, we will store your data collected in connection with the application process in any case for as long as there are statutory retention obligations or any legal claims have not yet become time-barred.

We generally retain your data for seven months from the date of completion of an unsuccessful application process in accordance with existing decisions of the data protection authority.

It is also possible to retain the data for up to 12 months if you have consented to this longer retention period.

6. Your rights

Under applicable law, you are entitled, inter alia (subject to the conditions of applicable law), (i) to verify whether and which personal data we have stored about you and to obtain copies of such data, (ii) to request the rectification, amendment, or erasure of your personal data that is incorrect or not processed in accordance with the law, (iii) to request us to restrict the processing of your personal data, (iv) in certain circumstances, object to the processing of your personal data or revoke any consent previously given for the processing, such revocation not affecting the lawfulness of the processing until revocation (v) request data portability, (vi) know the identity of third parties to whom your personal data is transferred, and (vii) lodge a complaint with the data protection authority.

About the right of objection

Insofar as the processing of your personal data is carried out in accordance with Art. 6 para 1 lit. f GDPR for the protection of our legitimate interest, you have the right in accordance with Art. 21 GDPR to object to the processing of this data at any time for reasons arising from your particular situation. Enspired will then no longer process this personal data unless we can demonstrate compelling legitimate grounds for the processing. These must override your interests, rights and freedoms, or the processing must serve the assertion, exercise or defense of legal claims.

To exercise your rights, please contact privacy@enspired-trading.com.

If you believe that the processing of your data violates data protection law or your data protection rights have otherwise been violated in some way, you can also complain to the data protection authority.

Austria Data Protection Authority
Head: Andrea Jelinek, M.D.
Address: Barichgasse 40-42, 1030 Vienna
Telephone number: +43 1 52 152-0
E-mail address: dsb@dsb.gv.at
Website: <https://www.dsb.gv.at/>

7. Obligation to provide data

You are not obliged to provide us with your personal data. However, if you do not do so, it will not be possible for us to carry out the application process with you.

8. The use of recruiting tools

Various companies offer software programs that can make application processes much easier. Most systems offer options to filter searches through databases of potential candidates. This enables us to quickly and efficiently find employees who are a great fit for our company. When using recruiting tools or online forms, applicants' personal data is transmitted, retained and managed.

8.1.1 JOIN

If you press the apply button on our website or on any our other social media platforms you will be redirected to the recruiting service of JOIN.

JOIN is a recruiting tool of the company JOIN Solutions AG, Landsgemeindeplatz 6, 9043 Trogen, Switzerland. For more information on how the data is processed by Join, please visit <https://join.com/de/datenschutz>.

8.1.2 LinkedIn Recruiter

We also use the LinkedIn Recruiter recruiting tool. The provider of this service is the American company LinkedIn Corporation, 2029 Stierlin Court, Mountain View, CA 94043, USA.

LinkedIn also processes data in the USA, among other countries. We would like to note, that according to the European Court of Justice, there is currently no adequate level of protection for data transfers to the USA. This can be associated with various risks to the legality and security of data processing.

LinkedIn uses standard contractual clauses approved by the EU Commission as basis for data processing by recipients based in third countries (outside the European Union, Iceland, Liechtenstein, Norway and especially in the USA) or data transfer there (= Art. 46, paragraphs 2 and 3 of the GDPR). These clauses oblige LinkedIn to comply with the EU's level of data protection when processing relevant data outside the EU. These clauses are based on an implementing order by the EU Commission. You can find the order and the clauses here: https://ec.europa.eu/commission/presscorner/detail/en/ip_21_2847

You can find out more about the data that is processed by LinkedIn Recruiter in their Privacy Policy at <https://www.linkedin.com/legal/privacy-policy>

9. Why do we use recruiting tools?

To search for suitable applicants and to administer all application documents, we use software programs and platforms that specialize in application management, taking into account all legal guidelines. So-called recruiting tools usually make the application process easier because the software takes on many administrative tasks and optimizes processes in the application process. In some cases, this enables us to find suitable employees for our company more quickly.

For the conditions of the recruiting process, we refer in detail to the respective job advertisements.

10. Annex to the privacy policy - data categories

Personal data of applicants:

- Applicant number
- Salutation
- title
- Postgraduate title/title after surname
- First name
- Surname
- Date of Birth
- Citizenship/Nationality
- Sex/gender
- Address (street, house number, postal code, city, country)
- Telephone number
- Alternative phone number
- E-mail address



- Photo
- Education and vocational training
- Work experience
- Curriculum vitae
- Cover letter/motivational letter
- Intended employment/application for position as
- Desired hours (full-time/part-time)
- Desired location
- Desired salary
- Start date of the desired employment/earliest starting date
- Language skills
- Test results, evaluation
- Interview notes
- password
- Applicant source
- Type of application (channel: online, e-mail, etc.)
- Application status
- Remarks
- Application history (date, time, comments)
- Correspondence with the applicant
- Assessment of the extent to which the applicant meets the required specifications
- Assurance of truthfulness of information
- Declaration of consent