



## INFORMATION FOR JOB APPLICANTS

Acting on the basis of Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC, the so-called GDPR, we inform you that:

### 1. Data controller:

The controller of your personal data is, depending on which Company you apply to:

- **BCUBE Sp. z o. o. with its** registered office in Bieruń (43 - 150) ul. Turyńska 135;
- **BCUBE Poland Logistics Sp. z o. o. with its** registered office in Tychy (43 - 100) ul. Turyńska 100;
- **BCUBE Poland Services Sp. z o. o. with its** registered office in Tychy (43 - 100) ul. Turyńska 100.

### 2. Purpose and legal basis for processing personal data:

Personal data is processed:

- for the purpose of entering into an employment contract or at the request of the data subject prior to entering into an employment contract on the basis of Article 6(1)(b) of the GDPR;
- on the basis of the job applicant's consent pursuant to Article 6(1)(a) of the GDPR and Article 9(2)(a) of the GDPR, which may also include the processing of personal data for subsequent recruitment processes.

### 3. Scope of data processed:

The scope of the processed data is limited to information required to be provided by labour law, necessary for the conclusion of the contract (name(s) and surname, date of birth, contact details indicated by such person, education, professional qualifications, previous employment history), as well as those processed on the basis of voluntary consent given by the job applicant (e.g. image - photo, other contact details).

### 4. Recipients of personal data:

Only authorised employees/co-workers of the Administrator, in particular HR staff and potential supervisors, as well as HR, IT, security and property services providers, have access to the data.

### 5. Reason for providing personal data:

The processing of personal data is necessary in order to participate in the recruitment for a job with the Administrator.

To the extent that personal data processing is based on consent, the provision of personal data is entirely voluntary.

### 6. Period of processing of personal data:

Personal data will be processed during the recruitment process and afterwards for as long as consent to process personal data is not withdrawn, but for no longer than one year.

## **7. Rights of data subjects:**

The job candidate is entitled to:

- Based on Article 15 of the DPA, the right of access to personal data;
- Pursuant to Article 16 GDPR, the right to rectification of personal data;
- Based on Article 17 GDPR, the right to request the erasure of personal data;
- pursuant to Article 18 GDPR, the right to request the restriction of the processing of personal data, subject to the cases referred to in Article 18(2) GDPR;
- on the basis of Article 20 GDPR, the right to data portability only to the extent that personal data is processed by automated means;
- The right to lodge a complaint with the President of the Office for the Protection of Personal Data, 2 Stawki Street, 00 - 193 Warsaw, if the candidate considers that the processing of personal data violates the provisions of the GDPR.

In the case of the processing of personal data on the basis of consent, the job applicant has the right to withdraw the consent, which, however, does not affect the validity of the acts carried out on the basis of consent during the period between the granting of the consent and the withdrawal.

The job candidate does not have the right to object to the processing of personal data on the basis of Article 21 of the GDPR, as the legal basis for the processing of personal data is not Article 6(1)(e) or (f) of the GDPR.

## **8. Profiling:**

Personal data are not used in automated decision-making processes, in particular automated profiling.

## **9. Transfer of personal data outside the European Economic Area:**

Personal data is not transferred outside the European Economic Area or to international organisations.

## **10. Contact details of the Data Protection Officer:**

If you have any questions or comments regarding the processing of your personal data, in particular to exercise your rights, please contact the Data Protection Officer Mr. Tomasz Cygan, e-mail: [iod@bcube.com.pl](mailto:iod@bcube.com.pl) or by letter to the administrator.

We ensure that the Data Controller makes every effort to provide physical, technical and organisational measures to protect personal data against accidental or intentional destruction, loss, alteration, unauthorised disclosure, use or access in accordance with applicable legislation.