

## **Duty to provide information**

### **1. Name and contact details of the controller**

Cognitec Systems GmbH  
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01127 Dresden  
Germany  
+49 (0)351/862920  
+49 (0)351/8629210  
[www.cognitec.com](http://www.cognitec.com)

### **2. Contact details of the company data protection officer**

Herr Frank Hillmer  
SIKKER GmbH  
Kreuzstr. 10 | 04103 Leipzig  
E-Mail: [info@sikker.de](mailto:info@sikker.de)

### **3. Purposes and legal basis for the processing**

Your data will be collected for the purpose of

- processing applications
- advertising vacancies
- inviting applicants
- holding job interviews
- giving applicants feedback
- returning applications

Your data will be processed on the basis of Article 6 (1) of the GDPR.

Cognitec Systems GmbH processes the following categories of personal data collected from you:

- master data on a person, e.g. name(s), address, date of birth, gender, contact details
- application data such as curriculum vitae, proof of education, training and professional qualifications, certificates, photographs

#### **4. Recipients or categories of recipients for personal data**

Your personal data will only be made available to the management and staff working in personnel management who are entitled to make staffing decisions. The data will be stored separately from other employees' data in the personnel office until their return or deletion. If applicants are hired, their data becomes part of their personnel file.

#### **5. Time for which your personal data are stored**

After collection, your data will be stored for a maximum of 6 months after the end of the application process.

With the consent of the data subject, they can be stored up to 1 year after receipt of the application. If applicants are hired, they will be stored until the deadline for deleting the entire personnel file.

#### **6. Transfer of personal data to a third country**

Your personal data will not be transferred to a third country / an international organisation or third parties.

#### **7. Rights of the data subject**

Under the EU General Data Protection Regulation, you have the following rights:

- If your personal data are processed, you have the right to obtain information about the data stored about you (Article 15 GDPR).
- If incorrect personal data are processed, you are entitled to their rectification (Article 16 GDPR).
- If the legal prerequisites are fulfilled, you can request the erasure or restriction of processing and appeal against the processing (Articles 17, 18 and 21 DSGVO).

#### **8. Withdrawal of consent**

If you have consented to data processing by Cognitec Systems GmbH by sending in your application, you can withdraw your consent at any time with future effect, without affecting the lawfulness of the processing carried out on the basis of the consent prior to its withdrawal.