

# **Information concerning the processing of personal data of jobseekers**

## **Introductory information**

The company PEKM Kabeltechnik s.r.o. processes personal data of **jobseekers** based on and in accordance with the relevant legal regulations, particularly with the 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 (General Data Protection Regulation), (further also only as the “**Regulation**”), the processing is carried out for specified purposes, using the methods and means of processing which are always in compliance with the respective legal title within the meaning of article 6 of the Regulation.

This information concerning the processing of personal data of employees contains transparent information within the meaning of articles 13 and 14 of the Regulation, as well as information concerning data subject rights within the meaning of articles 15 through to 22 of the Regulation.

## **Personal data controller**

In relation to the data of jobseekers, the company **PEKM Kabeltechnik s.r.o.**, with its registered office at Stráž nad Nisou, Svárovská 698, zip code 463 03, company ID: 430 01 378, acts in the legal position of the personal data controller (further only as the “**Controller**”).

The Controller is responsible for processing the personal data of the data subject and it has adopted internal measures in this respect to secure and protect the personal data being processed, which are specified in the internal documentation of the Controller, in the Guideline S2-07 Personal Data Processing and Protection.

Jobseekers are entitled to contact the company PEKM Kabeltechnik s.r.o. as the Controller with all their enquiries concerning the processing and protection of personal data and exercise their rights of the data subject with the Controller, either personally at the personal data contact points established at the personal department of the Controller, or at the e-mail address: info.pekm@cvgrp.com, or phone no.: +420 485 248 111.

## **Data processors**

In relation to the personal data of jobseekers, the Controller has not contracted any other entity (processor) for further processing of personal data.

## **The purpose of personal data processing**

The Controller processes selected personal data of jobseekers for the following purposes:

- negotiations on employment contract and/or another employment relationship
- temporary retention of personal data for possible future reopening of negotiations on employment contract

## **Legal titles (purposes) of personal data processing**

Legal titles for the processing of employees’ personal data within the meaning of article 6 of the Regulation in relation to the above mentioned purposes include the following:

- performance of a contract/negotiations on a contract
- data subject consent

Based on a legal title: Data subject consent - personal data are processed after the termination of negotiations on employment relationship without the conclusion of a contract, for the purpose of: Temporary retention of personal data for possible future reopening of negotiations on employment contract.

The jobseeker may withdraw this consent at any time, in such case further processing ceases to be possible.

### **Methods of personal data processing**

The Controller processes jobseekers' personal data using the following methods and means:

- **Automated processing**  
Camera system
- **Manual processing**  
Letter of motivation/CV of the jobseeker in paper and/or electronic form.

### **Camera system**

The Controller operates the camera system in its place of business/registered office in Stráž nad Nisou, as a system equipped with the function of visual recording. The records are kept at the Controller's registered office/place of business.

The camera system has been in place for the purpose of property protection and personal safety. The legal title for the processing are legitimate interests of the controller.

The camera system consists of cameras distributed around the premises for inspection and monitoring purposes. The premises with installed monitoring camera system are provided with clearly visible signs which include a pictograph as well as a short information text.

### **Personal data categories/scope of processing**

In terms of the scope of processing and data categories, the Controller processes the following personal data of jobseekers:

- Identification, address and descriptive personal data:  
name and surname, residence address, phone number and e-mail address, sex, completed education/professional qualifications and previous job, visual records in the camera system.

### **Personal data processing/retention period**

The retention period of jobseekers' personal data applied by the Controller is the following:

- for the time period of negotiations on employment contract,
- for the period of 6 months after the termination of negotiations on employment contract (based on the consent),
- for the period of seven (7) days for camera system records.

### **Data subject rights**

Employees as data subjects have the following rights in relation to the Controller within the meaning of articles 15 through to 22 of the Regulation:

- **right to access** to personal data, particularly the right to require the Controller to provide information concerning the processing of own personal data,
- **right to rectification** of personal data if inaccurate data are maintained,
- **right to erasure** of personal data (“right to be forgotten”)
- **right to restriction** of personal data processing exceeding the requirements of legislation,
- **right to object** to the Controller processing personal data,
- right not to be object of automated individual decision making, including profiling (with exceptions).

Besides that, the data subject is entitled to make a complaint to the supervisory authority, which is:

**Úřad pro ochranu osobních údajů (Personal Data Protection Authority)**

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