

## Privacy statement on handling your application data

On our careers website we offer you the opportunity to contact us for the purpose of applying for an advertised job. For the organization and processing of the application process, we use the services of Recruitee B.V., Johan Huizingalaan 763, (1066 VH) Amsterdam, The Netherlands (hereafter: "Recruitee").

We use *Recruitee* on the basis of our legitimate interest (Art. 6 para. 1 s. 1 lit. f GDPR) in the optimization and efficient design of the application process and our internal procedures and a contract processing agreement in accordance with Art. 28 GDPR.

When you visit the career site, Recruitee automatically collects personal access data. This information includes the requesting device, the web browser used, the operating system, the IP address, the website from which you came and the behavior on the Recruitee Website.

For more information about Recruitee's privacy policy, please refer to Recruitee's privacy policy at [recruitee.com/en/privacy](https://recruitee.com/en/privacy).

### Contact details

Responsible according to Art. 4 No. 7 EU General Data Protection Regulation (GDPR) is

**Workrate Holding B.V.**

Tupolevlaan 1031119PA

Schiplok-Rijk (Netherlands)

Phone: +31 88 0234 010

E-mail: [compliance@workrate.eu](mailto:compliance@workrate.eu)

### Personal data of careers website visitors

We use your personal data for:

- learning more about the behaviour of the visitors of our careers website to improve our recruitment process and this website;
- improving and monitoring the performance of this website;
- and generating anonymized data that we share with our partners.

All processing of personal data of careers website visitors is based on our legitimate interest to facilitate recruitment due to Art. 6 (1) s. 1 lit. f GDPR.

We process the following personal data of careers website visitors:

- Device and browser
- IP-address
- Requests and responses sent from and to your device
- Source website (we use a cookie to track this)
- Behaviour on our website

Your personal data is also processed by *Indeed* on pages where we display a button to 'Apply with Indeed', even when you don't use that functionality. Indeed may use cookies. The privacy policy of Indeed applies for processing of personal data by Indeed:

<https://www.indeed.com/legal>

## Personal data of job applicants

We process your personal data for the purpose of establishing an employment relationship in compliance with Art. 6 (1) p. 1 lit. b GDPR in conjunction with Art. 88 GDPR. The processing is carried out solely for the purpose of assessing your suitability, ability and professional performance with regard to the position for which you are applying.

We also process your personal data for certain purposes (e.g. for longer storage) if you have given us your consent to data processing within the scope of Art. 6 (1) p. 1 lit. a of the GDPR in conjunction with Article 7 of the GDPR.

In addition, we may be legally obligated to process personal data from you pursuant to Art. 6 (1) p. 1 lit. c GDPR.

The following personal data can be processed for the job application procedure:

- Any personal data that you provide through our job application form including, but not limited to:
  - o Full name, email address, phone number, picture, cover letter, résumé, LinkedIn profile, Indeed profile and which job you have applied for.
- Statuses, notes and planning related to your job application
- Email communications

Under European data protection law we are required to inform you that withholding personal data in your job application can give you a disadvantage in comparison to other candidates who are applying for the same role.

Your personal data has to be processed by *LinkedIn* and *Indeed* to allow for the 'Apply with LinkedIn' and 'Apply with Indeed' functionalities. LinkedIn and Indeed may use cookies. You can find their privacy policies on the following websites:

<https://www.indeed.com/legal>

<https://www.linkedin.com/legal/privacy-policy>

## Storage duration

Your personal data will be stored for as long as is necessary to fulfill our contractual and legal obligations in the application process. In the event of a successful application, your personal data will be placed in your personnel file and used to implement and terminate the employment relationship.

If we are unable to offer you employment, we will continue to process your personal data for up to **4 weeks** after sending the rejection. In case of your consent to store your data beyond the prescribed period, the duration may be correspondingly longer.

If the data is no longer required for the fulfillment of contractual or legal obligations, it will be deleted, unless storage is required due to legal retention periods.

## Your rights

As the data subject of this data processing, you have the following rights, which you can exercise by contacting us:

- Right of access,
- Right to rectification or erasure,
- Right to restriction of processing,

- Right to object to the processing,
- Right to data portability.

You are welcome to contact the e-mail address [compliance@workrate.eu](mailto:compliance@workrate.eu) to exercise your rights.

You have the right to complain to the competent supervisory authority if there is a data protection violation or suspicion of a data protection violation.

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