

Privacy statement for on-line applications:

Thank you for your interest in **GSA** - Society for Structural and Labour Market Development. With your on-line application, you provide us with your personal data. The protection of your personal information is very important for us.

Below we provide information on how we collect, process and use your information as part of your on-line application in accordance with the Federal Data Protection Act.

Why do we collect your data?

As part of your on-line application, we need some information about your person (subject to §32 BDSG, Federal Data Protection Act). All your information is treated confidentially. We collect, process and use the information provided by you only for purposes of the application selection process.

What information do we collect?

- Surname
- Name
- Address
- Phone
- E-mail address
- Job title
- Application letter, CV, references, certificates and other documents you submit

By submitting your application documents, you agree that we will contact you as part of the application process. Please note that your information is not saved anonymously.

Who receives your data?

The information you provide us is kept confidentially and will only be shared with individuals within the GSA in the specific application process. The information will not be transferred to or used by third parties.

For how long do we store your information?

Your personal application will normally be deleted immediately after completing the application process, but no more than 6 months after its completion.

Your personal information will be deleted in compliance with the legal requirements. If the deletion conflicts with storage requirements or if further storage is necessary for the purpose of providing evidence or if you have agreed on a longer storage of your information, your information will be deleted as soon as any of these contrary reasons expire.

Insofar as your application leads to the conclusion of an employment contract your information may also be stored and used further for the purpose of the usual organisational and administrative process, in compliance with the relevant legal provisions.

However, you always have the right to withdraw your application. For this purpose, it is sufficient to direct your request for withdrawal and deletion the application

information to the data protection officer of GSA (see the privacy statement on our website), or by sending an email to datenschutz@gsa-schwerin.de.

How do we protect your information?

The protection and security of your information is very important to us. We have taken various technical and organisational precautions to protect your information against unauthorised access. Access to your personal information is only provided to those persons who need it in the course of fulfilling their work tasks.

Who are your contact persons regarding your right of access and revocation?

If you have questions about information protection or want to exercise your right of access or revocation of your information, please contact our data protection officer at datenschutz@gsa-schwerin.de

Updates:

GSA would like to indicate that this privacy statement can be adjusted to the current technical and legal requirements at any time. In addition, we would like to point out our general privacy policy at our website at <https://www.gsa-schwerin.de>.