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We would like to inform you about the reasons we process personal data and how within the framework of our cooperation.

**Data controller**      The data controller is  
SAACKE GmbH | Südweststraße 13 | 28237 Bremen | Germany  
Tel: +49 421 64 95 0 | Fax: +49 421 64 95 5224 | Email: info@saacke.com

**Processing of personal data**      Your application is submitted on a voluntary basis. Information regarding your educational and professional background to date, your qualifications and skills as well as your contact data are required so that we can assess whether you are suitable as an applicant for the position to be filled. Without access to your personal data, we cannot select you as a candidate or proceed with the application process.

We process the personal information you provide in your application documents and in job interviews on the basis of § 26 (1) of the German Federal Data Protection Act (BDSG).

Sometimes we cannot offer you a position at the time of your application, but may keep your details on file. In such cases we will ask for your consent to keep your application for a maximum period of 18 months. This consent is voluntary and can be revoked at any time.

**Recipient**      Your data will be processed within our company by the human resources department and forwarded to the internal department which has advertised the vacancy.

Internal applications are also forwarded to the works council.

Paper applications are destroyed by a service provider (processor) upon the expiry of the deletion period in accordance with data protection regulations.

**Deletion of data**      We delete your data as soon as they are no longer required for the purpose of processing and there are no legal obligations to store the data.

This usually means that your data will be deleted six months after your application has been withdrawn or rejected by us. Should an employment contract be concluded between you and SAACKE GmbH, the documents will be included in your personnel file and will be subject to the deletion deadlines specified for this purpose.

The data stored on the basis of your consent will only be deleted after 18 months.

**Rights of the persons concerned**      You have the right to information about the data stored by us and to receive it from us in a common, machine-readable format. You may request that the data be corrected and object to the processing of your data for reasons arising from your particular circumstances. You have the right to delete the data or to limit their processing once there are no legitimate interests to continue storing or processing them.



## Data Protection Declaration for applicants

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### **Data protection officer**

If you have any questions or requests regarding our handling of your data, please do not hesitate to contact our data protection officer at any time for advice and assistance:

SAACKE GmbH  
Data protection officer  
Südweststraße 13 | 28237 Bremen | Germany  
Email: [datenschutz@saacke.com](mailto:datenschutz@saacke.com)

### **Supervisory authority**

If, despite contacting us, you believe SAACKE GmbH has not processed your data in accordance with the law or as agreed, you have the right to complain to a data protection supervisory authority.