

# DATA PROTECTION INFORMATION FOR APPLICANTS

In accordance with Articles 13 and 14 GDPR

## Data Protection

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### **AS Aquaristik & Heimtierbedarf GmbH & Co. KG**

Gewerbering 19, 86931 Prittriching, Germany

Phone: +498206 96060

E-Mail: [as@as-aquaristik.de](mailto:as@as-aquaristik.de)



## **1. Information on Data Processing**

To assess your suitability for the position and to conduct the application process, the responsible entity must process personal data. Under the GDPR, personal data may only be processed if explicitly permitted or required by law, or if you have effectively consented.

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## **2. Types of Data**

We process the data you provide in connection with your application. This includes, in particular, the following categories of personal data:

- Personal and contact details (e.g., name, title, address, phone number, email address, languages, age, date of birth, place of birth, marital status, nationality, ID numbers assigned by the data controller, etc.)
- Professional qualifications (e.g., professional degrees and training, further education, special licenses, specific authorizations, usage rights, certificates, etc.)
- Professional development (e.g., previous jobs and employers, periods of unemployment, military service, career progression within a company, etc.)
- Work experience (e.g., professional interests, research interests, specialization topics, teaching experience, consulting, etc.)
- Educational background (e.g., chronology of schools, institutions, universities attended, types of courses taken, diplomas and certificates obtained, assessment of academic progress, etc.)



## **3. Purpose of Data Processing**



The purpose of processing this data is to assess your suitability for the position or potentially other open positions in our company and to carry out the application process.

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## **4. Disclosure of Data to Third Parties**

We do not disclose personal data to third-party companies, organizations, or individuals except under the circumstances outlined below:

### **Data sharing within contractual relationships**



Where necessary under Article 6(1)(b) GDPR for the execution of the contract, your personal data will be shared with third parties. These parties may only use the data for the specified purposes.

### **Data sharing with processors**

We may provide personal data to trusted partners or companies that process the data on our behalf, based on precise instructions, and in compliance with this privacy policy and other confidentiality and security measures.

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### Data sharing for legal reasons

We may share personal data with public authorities, companies, or organizations if required by law or if we believe in good faith that such disclosure is necessary to comply with legal obligations.

### Transfer of Your Data to a Third Country

When using application portals, your data may be transferred to a third country. This is done exclusively based on your consent, or pursuant to Articles 44 et seq. GDPR, either on the basis of an adequacy decision or subject to appropriate safeguards.

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## 5. Data Source, Automated Decision-Making, and Profiling

We generally collect personal data directly from you. We may also process data received from employment agencies or other recruiters if permitted by law or based on your consent.

We do not use tools for automated decision-making, including profiling, under Article 22 GDPR.

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## 6. Legal Basis for Data Processing

The primary legal basis for processing your personal data during this application process is Article 6(1)(b) GDPR, which allows processing necessary for decisions regarding the establishment of an employment relationship.



If data processing becomes necessary for legal actions following the application process, Article 6 GDPR, particularly Article 6(1)(f), serves as the legal basis. Our legitimate interest lies in the assertion or defense of claims.

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## 7. Retention of Data



Personal data of rejected applicants will be deleted six months after the conclusion of the application process or returned in specific cases.

If you consent to extended storage, your data will be included in our applicant pool and deleted after two years.

Data of successful applicants will be transferred to the personnel file..

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## 8. Name and Contact Information of the Data Controller and Data Protection Officer

These data protection notices apply to data processing by:



**AS Aquaristik & Heimtierbedarf GmbH & Co. KG**  
Gewerbering 19, 86931 Prittriching

Telefon: 08206 96060

E-Mail: [as@as-aquaristik.de](mailto:as@as-aquaristik.de)

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For data protection concerns, contact:

Datenschutz Team der SONNTAG IT Solutions  
SONNTAG IT Solutions GmbH & Co. KG  
Schertlinstraße 23  
86159 Augsburg  
[datenschutz@as-aquaristik.de](mailto:datenschutz@as-aquaristik.de)

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### 9. Data Protection Authority

You have the right to file complaints about our data processing with a data protection authority. Our relevant authority is:



Bayerisches Landesamt für Datenschutzaufsicht (BayLDA)  
Postfach 1349  
91504 Ansbach  
Telefon: +49 (0) 981 180093-0

Complaints can also be submitted online at <https://www.lda.bayern.de/de/index.html>.

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### 10. Your Rights as a Data Subject

You have various rights regarding your personal data, including:

- **Access:** Right to obtain information about the processed data (Article 15 GDPR).
- **Correction or Deletion:** Right to rectify or erase data (Articles 16, 17 GDPR).
- **Restriction of Processing:** Right to limit data processing (Article 18 GDPR).
- **Objection:** Right to object to processing (Article 21 GDPR).
- **Data Portability:** Right to receive data in a transferable format (Article 20 GDPR).
- **Withdrawal of Consent:** Right to withdraw consent at any time (Article 7(3) GDPR).



You may also file complaints with the supervisory authority mentioned above.

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### 11. Law



The GDPR text is available online, e.g., at <https://dsgvo-gesetz.de/>.