

Data protection information for applicants

Our handling of your data and your rights

Information on the implementation of the European Data Protection Regulation (DS-GVO)



1. Who is responsible for data processing?

The person responsible for data processing is
National Transport Service GmbH
Nord-West-Ring-Straße 1
63533 Mainhausen
Telephone: +49 61827728-0
E-mail: personal@nts.services

Contact details of the data protection officer:
Melissa Paul
EDV-Unternehmensberatung Floß GmbH
Hopfengarten 10, 33775 Versmold
Sie erreichen ihn unter E-Mail-Adresse
datenschutz@floss-consult.de

2. What sources and data do we use?

We process data that we receive exclusively from the business relationship with you. We receive the data directly from you.

Specifically, we process the following data:

- Master data (first name, last name, name supplements, legal guardians, etc.)
- Contact data (address, (mobile) phone number, e-mail address)
- Application data (cover letter, certificates, questionnaires, qualifications, etc.)
- E-mail or written correspondence related to the application process.

3. For what purposes and on what legal basis is your data processed?

We process your personal data in compliance with the provisions of the EU General Data Protection Regulation (GDPR), the new Federal Data Protection Act (BDSG-neu) and all other applicable laws.

Primarily, the data processing serves the implementation as well as the processing of the application procedure and the assessment of the extent to which a suitability for the position in question exists. As a result, the processing of your applicant data is necessary in order to be able to decide on the establishment of an employment relationship. The primary legal basis for this is Art. 6 (1) b) DS-GVO in conjunction with Section 26 (1) BDSG-neu. Your applicant data will be treated confidentially at all times. Should we wish to process your personal data for a purpose not mentioned above, we will inform you in advance.

4. Who receives your data?

Within our company, only those persons and departments (e.g. HR department, specialist department, external payroll department) will receive your personal data that require it for the hiring decision and to fulfill our contractual and legal obligations.

5. How long is your data stored?

We destroy your personal data six months after the application process has been completed. This does not apply if legal provisions prevent deletion or if further storage is required for purposes of evidence.

6. Will your data be transferred to a third country?

Your personal data will not be transferred to a third country (countries outside the European Economic Area - EEA)

7. Are you obliged to provide your data?

As part of your application, you must provide those personal data that are required for the application process and the suitability assessment. Without this data, we will not be able to carry out the application process and make a decision on the establishment of an employment relationship.

8. Would you like to complain about the handling of your data?

You have the option of contacting our data protection officer or a data protection supervisory authority. The data protection supervisory authority responsible for us is:

Name and address of the supervisory authority

The contact details of the competent data supervisory authority are:

Landesdatenschutzbeauftragten Hessen
Postfach 3163
65021 Wiesbaden
Besucheradresse:
Gustav-Stresemann-Ring 1 in 65189 Wiesbaden
Phone number: 0611 – 1408-0
Fax number: 0611 1408-611
E-mail address: poststelle@datenschutz.hessen.de

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9. What data protection rights do you have?

You have the right to rectification, deletion, restriction of processing and data portability of your personal data under the respective legal requirements of the DS-GVO, valid as of 25.05.2018. You also have the right to lodge a complaint with a data protection supervisory authority.

You have the right (right to object) to processing of your personal data for direct marketing purposes at any time without giving reasons.

You have the right (right to information) to request information from us at any time about the data stored about you.

If we process your data to protect legitimate interests, you may object to this processing for reasons arising from your particular situation.

We will then no longer process your personal data unless we can demonstrate compelling legitimate grounds for the processing that override your interests, rights and freedoms, or the processing serves to assert, exercise or defend legal claims.

Data processing

Datenschutzbeauftragter: EDV-Unternehmensberatung Floß GmbH
 Vertreten durch Frau Melissa Paul
 Hopfenstraße 10
 33775 Versmold
 Tel.: 05423 – 96490-0
 Fax.: 05423 – 96490-60
 E-mail: datenschutz@floss-consult.de

Legal basis of data processing:
 Art. 6 (1) a, b, c and f DS-GVO

Purposes of the processing
 Implementation/handling of the application procedure

<u>Passing on your data to</u>	<u>Storage period</u>	<u>Your rights</u>
<p>No data will be passed on to third parties.</p>	<p>Your application data will be deleted six months after completion of the application process. This does not apply if legal regulations prevent deletion or if further storage is necessary for the purpose of providing evidence.</p> <p>If an employment relationship is established, your application data will be transferred to the personnel file and destroyed after termination of the employment relationship in accordance with the statutory retention periods.</p>	<p>Information Correction Blocking Deletion Objection to processing Data transmission Right of appeal to the supervisory authority Revocation of consent</p>