



Data protection information for job applicants

in accordance with Art. 13 of the General Data Protection Regulation GDPR

We take data protection extremely seriously. The following contains information on how we process your data and your rights in this connection.

1 Who is responsible for data processing and who can you contact?

Verein Deutscher Zementwerke e.V.
Toulouser Allee 71
40476 Duesseldorf
Phone: +49-211-45 78-0
Fax: +49-211-45 78-296
E-mail address: bewerbung@vdz-online.de

2 Contact data of the data protection officer The company data protection officer of the data controller is:

Dipl.-Vw. Dennis Behrouzi
Verein Deutscher Zementwerke e.V.
Kochstrasse 6-7
10969 Berlin
Phone: +49-30-2 80 02-220
[E-mail: dataprotectionofficer@vdz-online.de](mailto:dataprotectionofficer@vdz-online.de)

3 Purpose of processing and legal basis

Your personal data will be processed solely for the purpose of completing the application procedure. The legal basis is Art. 6 Para. 1 lit. b GDPR (processing of personal data for the performance of contractual or pre-contractual measures).

4 Categories of personal data processed by us

We process the following data:

- Surname, first name
- Contact data (e.g. e-mail address, postal address, telephone no.)
- All application documents (e.g. CV, certificates, references)

5 Who receives your data?

Within our company, we pass on your personal data to the departments who require this data for the fulfilment of contractual and legal obligations or to assert our legitimate interests.

6 Transmission of your data to a third country/an international organisation

No data processing takes place outside the EU or the European Economic Area.

7 How long do we store your data?

If the data controller concludes a contract of employment with an applicant, the data provided will be stored in compliance with the legal regulations for administration purposes in connection with the employment relationship. If the data controller does not conclude a contract of employment with the applicant, the application documents will be erased three months after notification of the rejection decision, insofar as erasure is not in conflict with any other legitimate interests of the data controller. One example of another legitimate interest in this context is the obligation to furnish proof in proceedings in accordance with the General Equal Treatment Act (AGG).

8 Your data protection rights

You have the right of access in accordance with Art. 15 GDPR, the right to rectification in accordance with Art. 16 GDPR, the right to erasure in accordance with Art. 17 GDPR, the right to restriction of processing in accordance with Art. 18 GDPR and the right to data portability based on Art. 20 GDPR. You also have the right to lodge a complaint with a supervisory authority in accordance with Art. 77 GDPR. Article 21 GDPR basically gives you the right to object to the processing of personal data by us. This right to object does however only apply in the case of very particular circumstances concerning your personal situation and the rights of our company may be in conflict with your right to object. If you wish to assert one of these rights, please contact our data protection officer (datenschutzbeauftragter@vdz-online.de).

9 Extent of your obligation to provide us with your data

You are only required to provide the data which is necessary for the application procedure. Without such data we will not normally be in a position to conclude a contract of employment with you. Insofar as we request data from you above and beyond this, you will be specifically informed of the voluntary nature of such information.

10 Your right to lodge a complaint with the applicable supervisory authority

You have the right to lodge a complaint with a supervisory authority of your choice (Art. 77 GDPR). In our case, the applicable supervisory authority is:

Data protection and freedom of information officer for North Rhine-Westphalia
Postfach 20 04 44
40102 Duesseldorf

Phone: +49-211-3 84 24-0

Fax: +49-211-3 84 24-10

[E-mail: poststelle@ldi.nrw.de](mailto:poststelle@ldi.nrw.de)