



Notice concerning the processing of Personal Data (Art. 13 of the GDPR) Staff Selection Process

Pursuant to Articles 13 and 14 of Regulation (EU) 2016/679 (hereinafter Regulation), the company ARS TECH S.r.l., hereinafter "Controller", "We", "Our", as the data controller, provides you with information regarding the processing of your personal data.

1. Identity and contact details of the Data Controller

The Data Controller is the company ARS TECH S.R.L., located in Controguerra (TE), 6010 Via Vallecupa 25, tel. 0861/1828018, VAT number 02088620683, email privacy@ars-tech.com PEC ars-tech@legalmail.it.

2. Nature of the processed data

The data subject to processing includes the following:

A. Personal data, general information, address and other contacts, tax code, education, specializations, work experiences, and any other information necessary for the evaluation and selection process of personnel (curriculum vitae, cover letter);
B. Any data suitable for detecting health status, collected in reference to membership in protected categories or suitability for certain tasks. In this regard, it is recommended to communicate or include in the CV only information relevant to the selection purpose, limiting health-related information to what is strictly necessary to inform the controller about membership in protected categories.

3. Purposes of processing and legal bases

The processing of personal data takes place within the framework of the selection process to which the data subject has adhered or promoted by sending a spontaneous curriculum vitae, in order to enable the controller to identify individuals to be included in its staff or in controlled or affiliated companies, and to evaluate whether they are in line with the sought profiles, to then proceed, if necessary, with the signing of the employment contract.

Legal basis: performance of pre-contractual measures at the request of the data subject (Article 6(1)(b) Regulation). In the case of personal data falling under letter B of paragraph 2, the legal basis is Article 9(2)(b) Regulation as well as the Guarantor's Prescriptions for the protection of personal data (authorization no. 01/2016).

4. Mandatory or optional nature of data provision and consequences of refusal to provide

The provision of requested data is optional; however, failure to provide data will result in the data subject's inability to participate in the staff selection process initiated by the Controller.

5. Recipients or categories of recipients of the data

Subject to communications made to comply with legal and contractual obligations, all collected and processed data may be communicated, exclusively for the above-mentioned purposes, to external consultants working on behalf of the Controller within the scope of the personnel evaluation and selection process. Personal data is not subject to dissemination.

6. Data retention period

Data retention following the conclusion of the personnel evaluation and selection process will not exceed the time necessary to fulfill the obligations and purposes set out in paragraph 3, with gradual deletion of data related to specific purposes no longer pursued. Unless the procedure concludes with hiring, data is deleted within 6 months from the end of the selection.

7. Transfer of personal data to a Third Country

The processing activity takes place within the territory of the European Union, and there is no intention to transfer personal data to a country outside the European Union or to an international organization.

8. Processing methods

The personal data collected for the above-mentioned purposes will be processed by specifically authorized personnel using digital (section "Career" of our website) or analogical methods. The processing of your personal data does not involve the existence of automated decision-making processes, including profiling.

9. Rights of the data subjects

The data subject, where applicable, has the right to exercise the following rights:

receive confirmation of the existence of personal data and request access (Article 15 Regulation)

rectify, modify, and/or correct personal data (Article 16 Regulation)

request deletion, transformation into anonymous form, or blocking of data processed unlawfully (Article 17 Regulation)

limitation of processing (Article 18 Regulation)

receive notification in case of rectification, deletion, or limitation (Article 19 Regulation)

receive a copy of the data and request transmission to another data controller (Article 20 Regulation)

To exercise one or more of the rights listed above, you can send us a specific request by post or email, following the methods indicated on the website of the Privacy Guarantor in the section "How to protect your rights" (www.garanteprivacy.it).

10. Right to object

According to Article 21 of the Regulation, you have the right to object at any time, for reasons related to your particular situation, to the processing of personal data based on Article 6(1)(f), including profiling.

11. Right to lodge a complaint

Data subjects who believe that the processing of their personal data is carried out in violation of the Regulation and the Code have the right to lodge a complaint with the Guarantor (Article 77 Regulation), or alternatively, to take appropriate legal action (Article 79 Regulation).

The Data Controller
ARS TECH S.r.l.

Last update: May 2018

Any updates to this information document are available at the following www.ars-tech.com