



Privacy Notice for Application Process

Controller

Allegro Packets GmbH
Karl-Heine-Str. 41
04229 Leipzig

Data Protection Officer

datenschutz@allegro-packets.com

Scope of Data Processing

As part of the online application process, we process the following personal data, among other information: first name and last name, postal address, email address, telephone number, curriculum vitae, cover letter, and certificates/references.

Purpose and Legal Basis

We process your personal data in compliance with the provisions of the EU General Data Protection Regulation (GDPR) for the purpose of conducting the application process. The collection of personal data is carried out on the legal basis of Section 26(1) of the German Federal Data Protection Act (BDSG) and Article 6(1)(b) GDPR.

Where processing of your data is required after the conclusion of the application process, such processing shall be carried out on the basis of Article 6(1)(f) GDPR to pursue legitimate interests, in particular for the establishment or defence of legal claims.

Recipients of the Collected Data

Your personal data will be shared within our company exclusively with those individuals involved in the application process. This includes, in particular, employees of the Human Resources department as well as the relevant department heads (e.g., department managers) who are involved in the selection decision.

Data is generally not disclosed to external third parties unless this is necessary to fulfill legal obligations or you have given your consent. To the extent that we use external service providers as part of the application process (e.g., providers of applicant tracking systems or external recruiters), this is done on the basis of data processing on our behalf in accordance with Article 28 of the GDPR. These service providers process your data exclusively on our behalf and are contractually bound to maintain confidentiality.



Retention Period

If no employment relationship is established between you and Allegro Packets, we will retain your data only to the extent necessary to defend against potential legal claims in legal proceedings. Otherwise, we will delete your application documents no later than six months after you have been notified of the rejection.

If an employment relationship is established between you and us, we will include the necessary personal data in your personnel file.

Data Subject Rights

You have the right to access the personal data concerning you (Art. 15 GDPR), to rectification (Art. 16 GDPR), erasure (Art. 17 GDPR) or restriction of processing (Art. 18 GDPR), to data portability (Art. 20 GDPR), and the right to object to processing (Art. 21 GDPR).

Right to File a Complaint with a Data Protection Supervisory Authority

You have the right to file a complaint with a supervisory authority regarding our processing of your personal data if you believe that a violation of the law has occurred.