

This privacy notice provides you with information, in accordance with Articles 13 and 14 of the GDPR, on the nature and scope of the processing of your personal data in connection with your application process:

1. Definitions

In line with Article 4 of the GDPR, this privacy notice is based on the following definitions:

“Personal data” (Article 4(1) of the GDPR) means any information relating to an identified or identifiable natural person (“data subject”). A person is considered identifiable if they can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, an online identifier, location data, or by reference to information relating to their physical, physiological, genetic, mental, economic, cultural or social identity. Identifiability may also arise through a combination of such information or other supplementary knowledge. The origin, form or medium of the information is irrelevant (photographs, video or audio recordings may also contain personal data).

“Processing” (Article 4(2) of the GDPR) means any operation or set of operations which is performed on personal data, whether or not by automated (i.e. technology-assisted) means. This includes, in particular, the collection (i.e. the acquisition), recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment, combination, restriction, erasure or destruction of personal data, as well as the change of a purpose or objective on which the data processing was originally based.

“Controller” (Art. 4(7) GDPR) means the natural or legal person, public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of personal data.

“Third party” (Article 4(10) of the GDPR) means any natural or legal person, public authority, agency or other body other than the data subject, the controller, the processor and the persons authorised to process the personal data under the direct responsibility of the controller or the processor; this also includes other legal entities belonging to the same group.

“Consent” (Article 4(11) of the GDPR) of the data subject means any freely given, specific, informed and unambiguous indication of the data subject’s wishes, by a statement or by a clear affirmative action, by which the data subject signifies agreement to the processing of personal data relating to them.

2. Data Controller and Data Protection Officer

The data controller responsible for the processing of personal data is

GASCADE Gastransport
GmbH Kölnische Straße 108–
112
34119 Kassel
Telephone: +49 561 934-0
Email: kontakt@gascade.de

You can contact our Data Protection Officer at

GASCADE Gastransport
GmbH Data Protection Officer
Kölnische Straße 108-112
34119 Kassel
Telephone: +49 561 934-3525
Email: datenschutz@gascade.de

3. Categories of personal data

The protection of personal data is a matter of great importance to us. We process personal data exclusively in accordance with the statutory provisions. This includes the following categories of personal data:

- Basic application data (e.g. form of address, title, surname, first name, date of birth, place of birth, address, contact details such as telephone number and email address, CV, certificates and evidence of qualifications, references or letters of recommendation, details of professional experience and education, where applicable, residence permits and work permits, where applicable, health-related information, where applicable, details regarding reduced working capacity);
- Furthermore, we may process information provided on a voluntary basis (e.g. salary expectations, possible start date, photographs, details of skills or hobbies);
- To enable the submission of your application, technical data such as your IP address, the country and the time of submission, as well as technical information such as the type and version of your browser software and your operating system, are processed. This data is necessary to ensure the security and functionality of our systems and to correctly identify your application.

4. Purpose and legal basis for the processing of personal data

As part of your application, your applicant data is transmitted to us using state-of-the-art technology and stored in accordance with data protection requirements. The processing of your data in connection with your application is carried out solely for the purpose of assessing your suitability for the advertised position and for conducting the application process. This includes, in particular, the evaluation and processing of your application documents, as well as contacting you in connection with your application.

The legal basis for the processing is Article 6(1)(b) of the GDPR and Section 26(1) of the BDSG, as the processing is necessary for **the establishment of a potential employment relationship**.

We process your data for the following purposes on the basis of any consent you may have given:

- Management of our talent pool.

The legal basis for processing for this purpose is **your consent** (Article 6(1), first sentence, point (a) of the GDPR, Section 26(2) of the BDSG). You may withdraw the consent you have given at any time, without this affecting the lawfulness of the processing carried out on the basis of your consent prior to its withdrawal.

Should **special categories of personal data** within the meaning of Article 9(1) of the GDPR (e.g. health data such as information about a severe disability, equality or pregnancy), this is carried out on the basis of Article 9(2)(b) of the GDPR. This processing is necessary to exercise rights under labour law, social security law and social protection law, and to fulfil our obligations in this regard.

Alternatively or in addition, the processing of these special categories of data may be based on Article 9(2)(h) of the GDPR if it is necessary for the purposes of preventive healthcare or occupational medicine. This may include, for example, the assessment of fitness for work, medical diagnosis, care or treatment in the health or social sector, and the administration of relevant systems and services.

Should we wish to process personal data for a purpose not previously mentioned, we will inform you of this in accordance with the statutory provisions.

5. Recipients/Disclosure of personal data

Within our organisation, only those departments that require your data to fulfil the purposes set out above will have access to it. This also applies to service providers and agents engaged by us (e.g. for our applicant portal). We will only transfer personal data to third parties if this is necessary for the aforementioned purposes. In doing so, we exclusively use service providers who act on the basis of a data processing agreement in accordance with Article 28 of the GDPR. GASCADE remains responsible for the processing of your data.

No data is transferred to third parties not based in the European Union or the European Economic Area.

6. Retention period and deletion of personal data

We store your data only for as long as is necessary for the respective purposes of processing. We will delete personal data within six months of the end of the application process if no employment relationship has been established and there are no longer any other statutory retention obligations or legal grounds for storage, or if you have given us your consent to do so.

With your express consent, we may store your data for a longer period and add you to our talent pool. This enables us to consider you for suitable future vacancies. In this case, your data will be stored for up to one year following the conclusion of the previous application process.

7. Data subjects' rights

If you have any questions or complaints regarding data protection, our Data Protection Officer will be happy to assist you (see section 2). This includes the right of access under Article 15 of the GDPR, the right to rectification under Article 16 of the GDPR, the right to erasure under Article 17. GDPR, the right to restriction of processing under Article 18 of the GDPR, the right to object under Article 21 of the GDPR, the right to data portability under Article 20 of the GDPR, and the right not to be subject to a decision based solely on automated processing under Article 22 of the GDPR.

Where we process data to safeguard our legitimate interests, you have the right to object to such processing at any time on grounds relating to your particular situation.

Where the processing of your data is based on consent, you have the right to withdraw your consent at any time, without this affecting the lawfulness of the processing of your data carried out on the basis of your consent prior to its withdrawal.

To exercise your rights or to withdraw any declaration of consent, please contact the Data Protection Officer using the contact details set out in section 2. Furthermore, without prejudice to any other legal remedies, you have the right at any time to lodge a complaint with a supervisory authority. The competent supervisory authority for GASCADE is, in particular,

The Hessian Commissioner for Data Protection and Freedom of Information, PO Box 3163
65021 Wiesbaden
<https://datenschutz.hessen.de>
Email: Poststelle@datenschutz.hessen.de
Telephone: +49 611 1408-0

8. Amendment clause

As our data processing practices are subject to change, we will also amend and update this privacy notice from time to time. You may request a copy of this privacy notice from us at any time using the contact details provided in section 2 above. You can see when we last updated this privacy notice, as we provide a revision date. Please read this privacy notice from time to time to check whether we have made any changes.