

# PROCESSING OF PERSONAL DATA OF A CANDIDATE IN THE SELECTION PROCESS

Pursuant to Art. 13 and 14 of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data ("GDPR"), the company:

## Deal machine s. r. o.

Hlboká cesta 1418/42, Žilina 010 01

Identification number (IČO): 55 209 971

registered in the Business Register of the District Court Žilina, Section: Sro, File No.: 81291/L

("Deal Machine" or "company") hereby provides information on the company's processing of personal data with respect to selection processes for filling a vacant job position.

**Data Subject:** each and every natural person to whom the personal data being processed relate. For the purposes of this document, this refers to the candidates in the selection process announced by the company to fill a vacant job position (hereinafter referred to as the "data subject").

## HOW SHALL PERSONAL DATA BE PROCESSED?

### LEGAL BASIS FOR PROCESSING:

Deal Machine processes personal data based on Article 6(b) of the GDPR: processing is necessary to take measures prior to signing the agreement for the purposes of:

- identifying natural persons and communicating with them;
- assessing the fulfillment of conditions for inclusion in the selection process;
- evaluating the candidate's suitability with respect to the requirements for filling the job position (profiling);
- assessing the selection process;
- continuing with the establishment of a pre-contractual relationship in the event of a successful outcome.

*If a natural person refuses to provide their personal data for the above-mentioned purposes, it will not be possible to include them in the selection process, as the provision of data by the data subject is necessary for the assessment of their application and is a pre-contractual requirement.*

### THE SCOPE OF DATA PROCESSING:

The personal data processed typically includes common personal data, mainly within the scope of information contained in professional resumes, cover letters, personal questionnaires, and job applications, particularly:

- title, name, surname, date of birth, contact details;
- information about work experience, education, completed training, knowledge, skills, hobbies, and driving license;
- information about previous and current employers, job positions, or whether the data subject is unemployed;
- information about the job position for which the data subject is applying within the announced selection process;
- other data provided to the controller by the data subject within the selection process.

### SOURCES OF PERSONAL DATA:

The company obtains personal data directly from the candidate. Additionally, personal data may be received by the company from job intermediary portals, recruitment agencies, or third parties based on the consent of the data subject.

**CROSS-BORDER TRANSFER TO THIRD COUNTRIES:**

Not conducted.

**PROFILING OF NATURAL PERSONS:**

Profiling is conducted to the extent of evaluating the candidate's suitability with respect to the requirements for filling the job position.

**RECIPIENTS OF PERSONAL DATA:**

Personal data shall not be provided to any third parties.

The current list of processors and a description of the activity performed on behalf of Deal Machine is published on company's website in the document "[LIST OF PROCESSORS](#)".

**PERSONAL DATA RETENTION PERIOD:**

Personal data of the data subjects will be processed for this purpose for a period of 3 months from the conclusion of the selection process.

**THE RIGHTS OF THE DATA SUBJECT WITH REGARD TO THE PROCESSING OF THEIR PERSONAL DATA:**

**A data subject has the right to:**

- **request information** about the processing of their personal data;
- **access** their processed and stored personal data;
- **request rectification** of their incorrect, inaccurate or incomplete personal data;
- **request the erasure** of their personal data when such data is no longer needed or if the processing is unlawful;
- **object to the processing** of their personal data, which concerns a specific situation;
- request the **restriction of the processing** of their personal data in special cases;
- **file a complaint with a supervisory authority**, especially in the Member State of their habitual residence, place of work or place of alleged violation, as well as the **right to an effective judicial remedy** if they believe that the processing of their personal data is in violation of legal regulations;
- **submit a request or complaint to Deal Machine** regarding the protection and processing of their personal data.

**Detailed information about the rights of data subjects** is published on company's website in the document "[DATA SUBJECT RIGHTS](#)"

**Validity of the information on the processing of personal data as of: 15 December 2024**