

## **Information on data processing in accordance with Article 13 of the EU General Data Protection Regulation (GDPR) ('data privacy statement')**

This document is related to the data privacy of the recruitment process and applicants.

GIZ takes the protection of personal data very seriously. This document provides information about how your personal data are processed.

### **1. Contact data of the data controller**

The data controller for processing purposes is Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

Address:

Friedrich-Ebert-Allee 32 + 36, 53113 Bonn, Germany

Dag-Hammarskjöld-Weg 1 – 5, 65760 Eschborn, Germany

Contact: by email: HR-Egypt@giz.de

### **2. Collecting your data**

We process your personal data as follows:

- Name
- Address
- Date of Birth
- Previous working experience
- Education background

### **3. Purpose of data processing and legal basis**

#### **Purposes for the performance of a contract or pre-contractual measures (Art. 6(1)(b) GDPR)**

We process your personal data for the following purposes:

- Screening of the applications/CVs
- Interview process
- Selection process
- Employment contract

This processing of your personal data is required for the performance of a contract or for carrying out pre-contractual measures.

### **4. Transfer of data to a third country**

No data are transmitted to third countries.

## 5. Retention and erasure of your data

Your personal data will be erased after 6 months if no work contract is established.

## 6. Technical and organisational measures to protect your data

GIZ uses appropriate technical and organisational measures to protect data against unintended or deliberate falsification, destruction, loss or access by unauthorised persons. These measures are updated accordingly based on technical developments and adapted continuously in line with the given risks.

## 7. Your rights

In accordance with the General Data Protection Regulation, you have the right

- to obtain **information** about your data stored by us (Article 15 GDPR),
- to have your data stored by us **rectified** (Article 16 GDPR),
- to have your data stored by us **erased** (Article 17 GDPR),
- to obtain **restriction** of processing of your data stored by us (Article 18 GDPR),
- to **object** to the storage of your data if they are processed on the basis of Article 6(1)(1)(f) and (e), GDPR (Article 21 GDPR),
- to receive data that concern you in a commonly used and machine-readable format from the controller such that they can be potentially transmitted to another controller (right to **data portability**, Article 20 GDPR),
- to **withdraw your consent** to the extent that the data have been processed on the basis of consent (Article 6(1)(a) GDPR). The lawfulness of processing on the basis of consent given remains unaffected until receipt of the withdrawal.
- In accordance with Art. 77 GDPR, you have the right **to lodge a complaint** with the competent data protection supervisory authority. The competent authority for GIZ is the Federal Commissioner for Data Protection and Freedom of Information (BfDI).

If you have any questions about the processing of your personal data, you can contact GIZ's data protection officer at [datenschutzbeauftragte@giz.de](mailto:datenschutzbeauftragte@giz.de).