

Privacy Policy General information on the use of personal data in accordance with Art.13 and 14 GDPR

The following privacy policy applies to the job portal of FFG FINANZCHECKFinanzportale GmbH, Admiralitätstr. 60, 20459 (hereinafter "FINANZCHECK" or "we"). You can view our job offers via our website <https://www.finanzcheck.de/jobs>.

By means of this privacy policy, we fulfill our duty to provide information in accordance with Articles 13 and 14 of the European General Data Protection Regulation (GDPR). We would like to point out that the information relates exclusively to our job website.

The protection of your personal data is of the utmost importance to FINANZCHECK. FINANZCHECK complies with the strict guidelines of European Data Protection Law on the processing of personal data. You are not legally or contractually obliged to provide us with your data as part of the application process. However, if you do not do so, we will not be able to consider your application.

General information on data protection at FINANZCHECK

§ 1 Name and contact details of the controller and the data protection officer

The job portal is operated by FINANZCHECK as the responsible body. FINANZCHECK is responsible for the processing of personal data in accordance with the GDPR. You can contact us at the following addresses

Post: FINANZCHECK GmbH, Admiralitätstr. 60, 20459 Hamburg

E-mail: recruiting@finanzcheck.de

Internet: <https://www.finanzcheck.de/jobs>

Hotline: 0800 433 88 77 (service times: Mon-Sun 8 a.m. - 8 p.m.)

Our external data protection officer is Thorsten Feldmann, LL.M.

You can contact him by post or e-mail:

Post:

FFG FINANZCHECK Finanzportale GmbH

data protection officer

Admiralitätstr. 60, 20459 Hamburg

E-mail: datenschutz@finanzcheck.de

§ 2 Processing of personal data for a specific purpose

(1) General information

We collect personal data when you contact FINANZCHECK, send us an application or use our application form. Personal data is any information relating to an identified or identifiable natural person. This includes information such as your name, address, telephone number and date of birth.

(2) Purposes of processing

a) Application process

You can apply for open positions at FINANZCHECK via our job portal using job forms. We collect the following data from you:

- First and last name
- e-mail address
- your telephone number
- Your location
- Gender (optional)
- Data that we can take from your CV and other submitted application documents, e.g.
 - Data on education (school, vocational training, civilian or military service, studies, doctorate)
 - Data on your professional career to date, training and work references
 - Information on other qualifications (e.g. language skills, PC skills, voluntary work)
 - Application photo (optional)

Please note that we do not require sensitive information for the application process (e.g. religious beliefs, ethnic origin), if you submit this data voluntarily, you expressly consent to the processing within the meaning of Art. 9 para. 2 lit. a GDPR.

b) Disclosure to affiliated companies

FFG FINANZCHECK Finanzportale GmbH is a 100% subsidiary of smava GmbH (smava). In order to offer you the best possible service, we work closely with smava in the area of recruitment and administration.

We and smava are jointly responsible for the protection of your personal data in the context of processing (Art. 26 GDPR). So that you can easily and reliably exercise your rights as a data subject within the framework of this joint responsibility, you can assert your rights under § 7 of this data protection notice against all companies of the smava Group. The processing within the smava group is based on Art. 6 para. 1 lit. f) GDPR.

Only persons involved in the application process will have knowledge of your personal data. All employees entrusted with data processing are obliged to maintain the confidentiality of your data.

c) Surveys

We offer you the opportunity to take part in a survey about your satisfaction with the application process. These are conducted in order to understand your experiences with the application process. The information provided in the survey is processed for internal purposes, e.g. to manage and improve our processes. The processing is based on Art. 6 para. 1 sentence 1 lit. f) GDPR. In any case, the data will be anonymized immediately after the feedback is submitted, so that no conclusions can be drawn about your person.

d) Talent Pool

If you decide to be included in the talent pool, we may access your personal data in the event of any new job vacancies in order to consider you in the application process. Your data will be stored in the talent pool for 3 years. The legal basis for this is the consent of the data subject for inclusion in the talent pool within the meaning of Art. 6 para. 1 lit. a) GDPR. You can revoke your consent at any time in text form by e-mail to recruiting@finanzcheck.de with effect for the future.

e) Analysis of visitor behavior on our website

We use cookies to optimize our website. A cookie is a small text file that is stored by our web server on the browser of your end device (e.g. computer, smartphone, tablet, etc.). Cookies are used to make our website more user-friendly and secure, to improve the performance of our website and to display personalized advertising. Pseudonymous user profiles may be created

and personal data may be transferred to third countries. We use both first-party and third-party cookies. First-party cookies are set by us, whereas third-party cookies are used by selected external partners.

We use the following categories of cookies:

Strictly necessary cookies: These cookies are absolutely necessary for the basic functions of the website and cannot be deactivated in your systems.

Performance cookies: These cookies collect data on the usage behavior of website visitors. This enables us to measure and improve the performance of our website.

Functionality: These cookies enable the website to provide enhanced functionality and personalization. They may be set by us or by third-party providers whose services we use on our pages. If you do not allow these cookies, some or all of these services may not function properly.

Marketing cookies: These cookies are used by us and our advertising partners to display personalized advertising. If you do not allow these cookies, you will receive less targeted advertising.

In the cookie settings, you will find a detailed list of the cookies we use, from which you can obtain further information.

Certain cookies are automatically deleted at the end of the browser session (session cookies), others are stored in the browser for a specified period of time and then delete themselves automatically (persistent cookies). No personal data is stored in FINANZCHECK cookies. With the exception of necessary cookies, we only use cookies with your consent. Your consent in accordance with Art. 49 para. 1 lit. a) GDPR for the use of cookies also covers the transfer of data to countries outside the EU, i.e. third countries that may not have a level of data protection comparable to that in the EU. If personal data is transferred there, authorities in particular may be able to collect and analyze it. If we use tracking technologies from providers that carry out at least part of the data processing in the USA or another third country outside the EU or the European Economic Area, we have agreed EU standard contractual clauses with these providers as guarantees within the meaning of Art. 46 GDPR and have taken additional measures where possible.

You can give us your consent for data processing in accordance with Art. 6 para. 1 lit. a) GDPR as well as your consent for data transfer to third countries in accordance with Art. 49 para. 1 sentence 1 lit. a) GDPR via our cookie banner or cookie settings. There you will also find more detailed information and the descriptions of the individual cookies including the hyperlinks to the data protection notices.

§ 3 Recipients or categories of recipients of personal data

We reserve the right to commission external service providers to process data. These service providers only receive the personal data that they need to perform their specific tasks; they are generally integrated by us as processors. The legal basis is Art. 6 para. 1 lit. f) GDPR.

(1) Greenhouse Software Inc.

We use the technical recruiting tool of Greenhouse Software Inc. (hereinafter "Greenhouse") to operate our job portal and to manage your application. The information you provide in the form and your application documents are processed by Greenhouse on our behalf. Please note that processing may also take place outside the EU, specifically in the USA. We have agreed the EU standard contractual clauses with Greenhouse as a guarantee within the meaning of Art. 46 GDPR. In addition, Greenhouse participates in the EU-US Data Privacy Framework. Further information about Greenhouse can be found [here](#).

(2) Perspective Software GmbH

We use the services of Perspective Software GmbH (hereinafter "Perspective") for data entry using forms. The data sent via the integrated form is transmitted to Perspective in SSL-encrypted form and stored in a database. Further information on the processing of data by Perspective can be found [here](#).

(3) Cammio GmbH

We use the IT infrastructure of the provider Cammio GmbH (hereinafter "Cammio") to conduct time-delayed video and audio interviews as part of our application process. Cammio processes personal data for the purpose of recording and providing the video interview. The processing is carried out in particular for the purposes of efficient and clear handling of the application process and the provision of a digital interview opportunity. The data is used by Cammio exclusively for the aforementioned purposes. The video interview is voluntary and with your consent. The legal basis for processing is Art. 6 para. 1 sentence 1 lit. a) GDPR. Further information about Cammio can be found [here](#).

(4) TMP Worldwide Germany GmbH (Radancy)

As part of the employee referral program, we use the software of TMP Worldwide Germany GmbH (hereinafter "Radancy"). The personal data you enter or upload will be processed by Radancy (first and last name, e-mail address, telephone number, application documents). The

processing is carried out in particular for the purposes of the efficient and comprehensive organization of the recommendation process. Further information about Radancy can be found [here](#).

(5) BrightHire Inc.

We use the software of BrightHire Inc. (hereinafter "BrightHire") for the creation of audio and video recordings as well as the AI-supported transcription of applicant interviews. The processing is carried out exclusively on the basis of your consent in accordance with Art. 6 para. 1 lit. a GDPR and serves in particular the internal efficient creation of notes and thus relieves our employees. The audio and video recordings as well as the transcript will be deleted no later than 30 days after the interview. The AI-supported interview notes are automatically deleted six months after the end of the specific application process. Please note that processing also takes place outside the EU, specifically in the USA. To ensure an adequate level of data protection, we have agreed the EU standard contractual clauses with BrightHire in accordance with Art. 46. Further information about BrightHire can be found [here](#).

(6) Other service providers

If service providers are not expressly named in this data protection notice, they belong to the following categories:

- IT service providers for technical support
- IT service providers for consent management
- IT service providers for hosting.

Beyond this, we do not pass on your personal data to third parties unless you have consented to the data being passed on or we are obliged to pass on data due to legal provisions and/or official or court orders.

§ 4 Cooperation with application platforms

We receive and process data and application documents that are collected by the following application platforms and transmitted to us.

- Staffery GmbH, [data protection information](#)
- JOIN Solutions AG, [data protection information](#)
- HeyJobs GmbH, [data protection information](#)

Please note that the data or application documents remain in the respective profile of the above-mentioned evaluation platforms and are only forwarded to us with the applicant's consent.

§ 5 Storage and deletion of data

Your personal data will be automatically deleted six months after completion of the specific application process, provided that no legal provisions prevent deletion, further storage is necessary for the purpose of providing evidence or you have expressly consented to longer storage (e.g. talent pool).

§ 6 Automated individual decision-making, including profiling

We do not use automated decision-making, including profiling, in accordance with Art.22 (1) and (4) GDPR. .

§ 7 Rights of data subjects and questions about data protection

The GDPR guarantees you certain rights that you can assert against us, provided that the legal requirements are met.

- **Art. 15 GDPR - Right of access** You have the right to obtain from us confirmation as to whether or not personal data concerning you are being processed, and, where that is the case, what personal data are being processed and the details of the data processing.
- **Art. 16 GDPR - Right to rectification** You have the right to obtain from us without undue delay the rectification of inaccurate personal data concerning you. Taking into account the purposes of the processing, you also have the right to have incomplete personal data completed, including by means of providing a supplementary statement.
- **Art. 17 GDPR - Right to erasure** You have the right to obtain from us the erasure of personal data concerning you without undue delay where one of the grounds specified in Art. 17(1)(a)-(f) GDPR applies and no derogation pursuant to Art. 17(3) GDPR applies.
- **Art. 18 GDPR - Right to restriction of processing** You have the right to demand that we restrict processing.
- **Art. 20 GDPR - Right to data portability** You have the right to receive the personal data concerning you, which you have provided to us, in a structured, commonly used and machine-readable format and have the right to transmit those data to another controller without hindrance from us or to have the data transmitted directly to another controller, where technically feasible, where the processing is based on consent or for the performance of a contract.

- **Art. 21 GDPR - Right to object** You have the right to object, on grounds relating to your particular situation, at any time to processing of personal data concerning you which is necessary for the purposes of the legitimate interests pursued by us, for the performance of a task carried out in the public interest or in the exercise of official authority vested in us. If you object, we will no longer process your personal data unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms or for the establishment, exercise or defense of legal claims.
- **Art. 77 GDPR in conjunction with Section 19 BDSG - Right to lodge a complaint with a supervisory authority** You have the right to lodge a complaint with a supervisory authority at any time, in particular in the Member State of your habitual residence, place of work or place of the alleged infringement if you consider that the processing of personal data relating to you infringes applicable law. Questions about data protectionIf you are interested in further details of our data protection principles, please do not hesitate to contact us at recruiting@finanzcheck.de. We look forward to your inquiry.

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