



## PRIVACY STATEMENT

# Jobseekers Personal Data

### 1. Register & Contact Details

Environics Oy

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50130 Mikkeli

Lassi Siltala

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### 2. For what purposes and on what basis do we process your personal data?

The purpose of personal data handling is Environics Oy recruitment. Handling your personal information is based on Environics Oy's **justified** interest, like your CV and job application, recruitment process and for potential, based on your approval conducted personal- and aptitude tests as well as information gathered from referees which you have informed.

### 3. What kind of personal information do we process and where do we collect the information?

We process the following personal information:

- Personal Information: First and Last Name, Birthday
- Information related to job application and CV, like work experience, former employers, job descriptions, education, language skills, special competence and positions of trust
- Recruitment interview and personal- and aptitude test results
- Referee information
- Other potential information provided by jobseeker

Primary source of the information gathered to the register is from yourself as job seeker or with your approval from referees or based on tests. In addition, register includes information that has been recorded during the recruitment process. Other information sources are used within the limits set by law.

### 4. To whom do we disclose or transfer data and do we transfer data outside the EU or the EEA?

We do not disclose or transfer your data forward and we do not transfer your data outside the EU or the EEA.

We use service providers for following personal data



We use service providers to process personal information for the following services:

- Job seekers personal information processing

In addition, we can utilize service providers for recruitment process, personal- and adaptive tests. We sign agreement with all service providers for personal data handling and we require our partners to handle your personal data only to the extent it is necessary to provide the agreed service.

## 5. How do we protect data and how long do we keep it?

Only persons involved in recruitment process are able to handle your data. With service providers we ensure with the data handling agreements that data protection comes true.

For open application the personal information is saved for six (6) months after the application is left. Applications for certain specific job are kept until end of that calendar year that recruitment is ended.

## 6. Your rights as a registered data processing authority

**Requests for data subjects' rights must be sent to the address mentioned in point 1. Once registered, you have the following rights:**

**The right to inspect and the right to request rectification and deletion of data**

You have the right to check the personal data stored about you and the right to request the correction and deletion of incorrect data.

**The right to cancel your approval**

You have the right to cancel your data handling approval whenever. The cancellation of the approval has no effect on the legality of data handling conducted prior approval cancellation.

**The right to object and the right to restrict processing**

You have the right to object to or request the restriction and transfer of the processing of your data.

**The right to complain to the supervisory authority**

You have the right to lodge a complaint with the supervisory authority, especially in the EU Member State where you have your habitual residence or place of work or where the alleged breach has taken place, if you consider that the processing of personal data concerning you violates the EU Data Protection Regulation.