

## Privacy policy

The protection of your personal data is of particular concern to us. We therefore process your data exclusively based on the legal provisions (DSGVO, TKG 2003). In this data protection information, we inform you about the most important aspects of data processing. By submitting your personal data to us and using our website, you confirm that you have read and understood this privacy policy.

### Contact us

If you contact us via the contact form on the website, by e-mail or by telephone, the data you provide will be processed for the purpose of dealing with your enquiry and in the event of follow-up questions and will be deleted no later than six months after your enquiry has been dealt with. Beyond this, your data will only be further processed if and to the extent that statutory retention obligations require this or it is necessary for the protection or assertion of legal claims. Data will only be passed on to the extent necessary for the above-mentioned purposes.

### Applications

Applications of all kinds (job offers, internships, diploma theses, speculative applications) via e-mail, including all transmitted applicant data and attachments, are processed exclusively by the human resources department and the responsible specialist department in order to assess whether your profile matches a position advertised by us or whether we will offer you a position that matches your profile. Furthermore, we process your data for the possible initiation of an employment relationship with you. Your data will be deleted no later than six months after completion of the application process. Beyond this, your data will only be further processed if and to the extent that legal retention obligations require this or it is necessary for the protection or assertion of legal claims. Data will only be passed on to the extent necessary for the above-mentioned purposes.

### Cookies

This website only uses technically necessary cookies.

### easy4U Analytics

This website uses the web analytics service easy4U Analytics . Easy4U Analytics uses so-called "cookies". These are text files that are stored on your computer and enable an analysis of your use of the website. For this purpose, the information generated by the cookie about the use of this website is stored. The IP address is anonymised before storage.

The cookies remain on your terminal device until you delete them. No personal data is stored in the process. The storage of easy4U Analytics cookies and the use of this analysis tool are based on Art. 6 para. 1 lit. f DSGVO. The website operator has a legitimate interest in the anonymised analysis of user behaviour in order to optimise both its website and its advertising. The information generated by the cookies about the use of this website is not passed on to third parties. You may refuse the use of cookies by selecting the appropriate settings on your browser, however please note that if you do this you may not be able to use the full functionality of this website.

### Your rights

The General Data Protection Regulation gives you the right to information, correction, deletion, restriction, data portability, revocation and objection. If you believe that the processing of your data violates data protection law or that your data protection rights have been violated in any other way, you can complain to us at the e-mail address given in the imprint or to the data protection authority.

**Responsible body, contact details**

Details of the processor and their contact details can be found in the website imprint.