

Privacy policy for GfK's online applications

Many thanks for your interest in our online job advertisement. GfK SE (in the following “GfK”) is most concerned to protect the personal data of applicants, employees, contract partners and all other related third parties.

GfK processes personal data collected when people visit our websites strictly in accordance with the national laws on data protection and data security in Germany. Where personal data is sent to Group subsidiaries outside Germany, the data protection laws of the specific country also apply. The electronic data processing system used in our recruitment process is used globally within the GfK Group. For this reason, personal data may be transferred to and viewed in EU countries and non-EU countries, in which GfK Group companies are based.

This privacy policy provides information on how GfK uses data collected when a user visits the careers section of the GfK website. We are therefore informing you in line with the relevant data protection guidelines on collecting, processing and using your personal data in the course of your online application.

Please read the information below, including the terms and conditions, before sending us your personal data.

Why do we need to collect data?

If you wish to apply online, i.e. on www.gfk.com/careers or via email, for a position at GfK, we need you to provide us with some details about yourself. We assure you that we will treat your data confidentially. The data you enter here will be processed, forwarded as needed within the GfK Group and used for the purpose of selecting job applicants only.

What data do we collect in our online application tool?

As part of our online application process, we collect the information we need for application procedural requirements at GfK. We collect and process applicants' data as follows:

- Name
- Surname
- Telephone/mobile number
- E-mail address
- Desired start date
- Salary expectations
- Drop down menu: How did you find out about this position?
- File upload for application, CV and references

We will send an e-mail confirmation once you have completed your online application for a position. In registering your application, you consent to being contacted and receiving information in writing and/or by phone as part of the application process.

Please note, that your data will be accessible to the Human Resources (HR) department of GfK as well as departments of the GfK Group in Germany and abroad that are relevant to the position for which you have applied.

Application information

GfK seeks the best applicants, regardless of race, ethnic origin, gender, religion or belief, disability, age or sexual orientation. We do not require any information from you that may not be used in accordance with the General Equal Treatment Act (Allgemeines Gleichbehandlungsgesetz) under German Law or any other relevant national or international equality acts. Please do not submit any confidential internal information or business secrets of your former or current employers.

Who do we share your personal data with?

The information you submit to us is treated confidentially and disclosed only within the GfK Group to persons involved in a specific application process. The GfK staff we deal with within the GfK Group may be located in Germany, any other country of the EU or elsewhere in the world.

Processing and deleting your application

You can edit, correct, transfer and delete your application at any time, by contacting the GfK HR department under email: careers@gfk.com; and we are happy to provide help with this matter and fulfill your request. Personal data will then be deleted in accordance with the statutory and legal provisions and requirements applicable. This does not apply if the law prevents us deleting it or if we need to keep storing it for evidential purposes.



Personal data is deleted 24 months after completing the application process at the latest. Should your application result in contracts being concluded, your data may be saved and used for standard organizational and administration processing purposes in line with relevant data protection guidelines and based on your employment. You may of course withdraw your application or request deletion of the personal data provided at any time.

Security

The security of your Personal Data is very important to us. We have put in place reasonable physical, electronic, and administrative procedures to safeguard the information we collect. Access to your Personal Data is granted only to those employees who require it in order to perform their duties.

Cookies

Our online application system saves a temporary file (a “cookie”) onto your computer in order to archive information. Cookies help simplify the process of navigating and working with the online application system, such as by assigning an identification number (session ID) which enables the server to assign consecutive requests of the browser to the same user. GfK only uses temporary cookies for this purpose, that is, cookies which are only saved on your computer for a limited time.

Approval

By submitting your application, you acknowledge that you have read and accepted the information in this privacy policy on processing and using your personal data. If you are a minor, you acknowledge that you have obtained the authorization of a parent or guardian to apply for a position at GfK. Furthermore, you hereby confirm that all your details are correct.

If you are under the age of 16, please attach the authorization of a parent or guardian to your application. Note, that GfK won't consider your application and delete your data, if the authorization is missing. You can use your own template or print this document for authorization.

Hereby, I accept that GfK collects and processes personal data from

_____.
applicant's name

parent's/guardian's signature



Contact/Data Protection Officer

If there is anything you would like to know about data protection, or to exercise your right to access and withdraw, please contact our Data Protection Officer, Roy Walsh (Roy.Walsh@gfk.com) or the contact partner specified in the job advertisement.

Amendments to this privacy policy

We reserve the right to amend this privacy policy at any time to comply with technical and legal requirements. We would also like to draw your attention to the general data protection terms and conditions for our websites.

Status: August 2017