

Privacy Policy softgarden frontends

The protection and confidentiality of your personal data is of particular importance for us. In order to ensure the protection of your personal data, we have taken technical and organizational measures to comply with the data protection regulations. With this data privacy policy, we inform about how we collect personal data as part of your application process and for what purpose the data is processed. Your data will be processed in accordance with this Privacy Policy and the applicable data protection laws.

This privacy policy applies to the career portal and the applicant management system of Majorel Egypt

Name and contact details of the controller

The controller in accordance with Art. 4 No. 7 of the General Data Protection Regulation and Egypt Data Protection Act. 2020-151 (hereinafter referred to as the GDPR) is:

Majorel Egypt

Data protection officer

Sokoot, Hamden hamden.sokoot@majorel.com

Data processor

For the efficient execution of application procedures, we use an applicant management system of softgarden e-Recruiting GmbH, Tauentzienstr.14, 10789 Berlin (contact: datenschutz@softgarden.de), which operates the applicant management as a processor in accordance with Art. 4 No. 8 GDPR. A contract for order processing in accordance with Article 28 GDPR has been concluded with the supplier, which ensures compliance with data protection regulations and " Egypt Data Protection Act. 2020-151"

We remain your first point of contact for the exercise of your affected rights as well as for the processing of the application process. You can contact us directly or, if specified, confidentially to the Data Protection Officer under the above-mentioned information of the controller.

Object of data protection

The object of data protection is the processing of personal data, in this case within the framework of applicant management. This includes, under Article 4 No. 1 GDPR, all information relating to an identified or identifiable natural person ("data subject") which is necessary for the conduct of the application process and the initiation of an employment relationship, Section 26 of the German Data Protection Act or applicable national law.

In addition, in the context of the use of applicant management, data related to the use, so-called usage data, are also collected. Usage data is such data that is necessary to operate our websites,

such as information about the start, end and extent of use of our website, such as login data. These processing operations are in accordance with data protection and telemedia law.

In the context of the application process and/or the use of the system, processing activities may also take place, which take place either on the basis of justified interest in accordance with Art. 6 (1) lit. f) GDPR or on the basis of your consent in accordance with Art. 6 (1) lit. a) GDPR. Also eligible are processing activities which involve a legal obligation to process or a public interest, Article 6 (1) lit.c) and (e) GDPR, such as in the context of law enforcement or the investigation of public authorities. You can determine and control the scope of the processing yourself by means of individual settings in your web browser, the configuration of the corresponding cookie settings and their user behaviour.

Collection and use of your data

Visit to the website

For operational and maintenance purposes and in accordance with the provisions of telemedia law, interactions ("system logs") that are necessary for the operation of the Website or processed for system security purposes are recorded for example to analyse attack patterns or unlawful usage behaviour ("evidence function").

Your Internet browser automatically transmits the following data as part of your access to the career portal:

- date and time of access,
- browser type and version,
- operating system used,
- Quantity of data sent.
- IP address of access

This data is not used for immediate assignment within the framework of applicant management and will be deleted in a timely manner in accordance with the legitimate retention periods, provided that no longer retention is required for legal or factual reasons, e.g. for evidence purposes. In individual cases, storage for the aforementioned purposes is considered. The legal basis is Art. 6 (1) lit. f) GDPR and/or the applicable tele media law.

Session-Cookies

We store so-called "cookies" in order to offer you a comprehensive range of functions and to make the use of our websites more convenient. "Cookies" are small files that are stored on your computer with the help of your internet browser. If you do not wish to use "cookies", you can prevent the storage of "cookies" on your computer by adjusting the settings of your internet browser. Please note that the functionality and functionality of our offer may be limited as a result.

We use the cookie JSESSIONID on the career page as a technically necessary session cookie. This saves a so-called session ID, with which various requests of your browser can be assigned

to the common session. This allows your computer to be recognized when you return to our website. This session cookie is deleted when you log out or close the browser.

Data entered by the user

Application process

As part of the application process, you can set up and manage an account in the career portal after configuring your username and password. In addition to the individual application, you can use other options in the softgarden applicant management system and make your individual settings (e.g. admission to a talent pool).

For the efficient and promising application, you can provide us with the following information as part of your application:

- Contact details (address, telephone number)
- CV data. B.
 - school education
 - vocational training
 - professional experience
 - language skills
- Social profiles (e.g. XING, LinkedIn, Facebook)
- Documents related to applications (application photos, cover letters, certificates, work certificates, work samples, etc.)

The legal basis for processing for the purpose of carrying out the application procedure and the initiation of an employment relationship is Section 26 (1) of the German Data Code (BDSG) or the applicable national law. In addition, the use of the applicant management system by the controller is in the legitimate interest in accordance with Art. 6 (1) lit. f) GDPR. If consent is required for a particular processing activity, in accordance with Art. 6 (1) lit. a), this is obtained separately and transparently by the controller from you, provided that this does not result from a conclusive and voluntary behaviour on your part, such as the voluntary participation in a video interview, in accordance with the requirement of transparency.

Disclosure of data

Your data will not be passed on to unauthorized third parties as part of the applicant management and will be processed for the purposes specified in this data privacy policy. Thus, the inspection by internal authorities and experts of the controller is in the legitimate interest, insofar as the knowledge of the information from the application process is necessary and permissible for the selection of candidates or internal administrative purposes of the company. For this purpose, your information can be forwarded to third parties in the company by e-mail or within the management system. The legal basis may be Section 26 (1) of the German Social Protection Act (BDSG)/th applicable national law, Art. 6 (1) lit. f) and (a) GDPR.

The transfer to third parties also takes place in the context of order processing in accordance with Article 28 GDPR, i.e. in the context of processing activities in which the controller has a legitimate interest in outsourcing processing activities which he is otherwise entitled to carry out himself. To this end, the controller shall take the measures to ensure compliance with data protection regulations.

Disclosure to external third parties may also be made in the defence of legal claims based on legitimate interest or in the context of the investigation of or disclosure to public authorities, insofar as a law requires this or there is an obligation to disclose. The information obligations to data subjects in the terms of Art. 13, 14 GDPR are guaranteed in advance of the relevant disclosure, insofar as these are to be fulfilled separately.

CV-Parsing with Textkernel

We process and analyze documents you have uploaded in order to extract CV-data and convert them into a structured form (so-called "CV parsing"). To ensure the rights of data subjects and security standards, a data processing contract has been concluded with the service provider. The subprocessor is the ISO27001-certified provider Textkernel B.V. Nieuwendammerkade 26 A 5, (1022AB) Amsterdam, Netherlands. Data processing takes place within the EU on servers in the Netherlands and Germany. The legal basis for processing is § 26 (1) BDSG and Article 6 Abs. 1 lit. f) GDPR, in order to initiate an employment relationship and to make the application process efficient for you. A transfer of personal data to insecure third countries does not take place. Your data is routinely deleted in accordance with the relevant retention periods.

Subscribing to notifications of new vacancies

On the Careers Board, there is an option for you to subscribe to being automatically informed about new vacancies at Majorel Egypt. You will be notified either by an e-mail newsletter or via an RSS feed. In setting this up, the target groups, types of job and location can be entered in order to provide more specific detail for your subscription. You can, however, also subscribe to being sent information on new vacancies without giving any further details.

If you want to be informed about new vacancies via our e-mail newsletter, we will need your e-mail address. The legal basis for this is your consent to being sent the newsletter in accordance with Art. 6 para.1 point (a) of the GDPR. You may revoke your consent to being sent the newsletter at any time via the link to unsubscribe which can be found in the newsletter.

No personal data is processed in order to provide information on vacancies via the RSS feed.

Social Share buttons

It is possible to share the job ads on different social networks. For this, different buttons are offered per network. After clicking on one of those buttons, you will be directed to the respective networks and will be there on their registration pages. These buttons are not plug-ins and do not transfer personally identifiable information directly to the social network operators. Currently, you can share job advertisements on the following social networks:

- Facebook (<https://de-de.facebook.com/privacy/explanation>)

- *Twitter* (<https://twitter.com/de/privacy>)
- *LinkedIn* (<https://www.linkedin.com/legal/privacy-policy?trk=uno-reg-join-privacy-policy>)
- *Xing* (<https://privacy.xing.com/de/datenschutzerklaerung>)

You can also find out how the mentioned social networks deal with your personal data under the given links.

Online surveys with easyfeedback

At the end of the application process via the softgarden recruiting platform a survey link can be displayed. This will lead to an external anonymous survey with the service provider easyfeedback GmbH in Koblenz. The survey is conducted and evaluated by softgarden. The aim of this survey is to improve and further develop the softgarden products and services as well as to increase the application experience and to conduct studies on recruiting trends.

The collection of the survey data is secured by SSL encryption SHA256 (SSL 3.0 Fallback deactivated) and is only available to the author (customer) via an identically secured connection.

Participation in the survey is voluntary for you. You have the possibility to cancel the survey at any time by closing the browser window. The answers given so far are made available to softgarden.

Your participation in the survey is basically anonymous. The survey system cannot establish any connection between you and the results.

Legal basis is Art. 6 para. 1 p. 1 lit. f DSGVO (legitimate interest). softgarden's legitimate interest is to improve and develop softgarden products and services as well as to increase the application experience and to conduct studies on recruiting trends.

The options cookie tracking and IP-blocking to prevent multiple participation are not activated.

You can find more information on this in the easyfeedback data protection information: <https://easy-feedback.de/privacy/datenschutzerklaerung>

Talent Pool

Following an unsuccessful application or by clicking the Contact Us button, you may be invited into our talent pool. We can contact you if a similar or otherwise suitable job is available. The inclusion in the talent pool is voluntary on the basis of the use of an opt-in link. The legal basis for this is the consent of the data subject in the inclusion in the talent pool within the meaning of Art. 6 (1) lit. a) GDPR. You can withdraw this consent for inclusion in the pool at any time. Furthermore, we will contact you after 0 months to confirm, if you still want to be part of the talent pool.

Deletion and use of data

Your data will be stored for the duration of the application process and in accordance with legitimate retention periods after completion of the application process. In this context, data is

retained 6 months after rejection and 0 after recruitment. After the retention period has expired, the data is completely anonymized. The processing of anonymized data records is not subject to the material scope of data protection regulations, so that anonymized data may be processed for statistical and analytical purposes, for the preparation of market studies or for product development.

Your rights as a data subject

Rights of data subjects

Data subjects are entitled at any time to know whether their personal data have been stored and can assert a right of access to stored data (right of access), check their accuracy (right to rectification), request their addition and updating, request their deletion (right to be forgotten), request the restriction of processing (right to restriction) as well as have the data ported/porting in a common, machine-readable format (data portability). These rights shall apply insofar as there are no compelling and/or justified reasons on the part of the controller. Please contact or by post at the address above.

In cases where we process data on the basis of your consent (Art. 6 sec. 1 lit. a) GDPR), you have the right at any time to revoke your consent without giving reasons and with effect for the future. The corresponding data processing will no longer take place in the future, but does not affect the legality of the processing carried out up to the time of revocation. In addition, you have the right to object to processing, for example if the data are or have been processed incorrectly, or if other reasons in the interest of the data subject preclude (further) processing. Affected parties also have the right to complain to the data controller.

Please note that in the event of an objection and/or revocation, certain services/processing activities cannot be performed or can be used, insofar as the processing is necessary for these purposes.

Automated decision-making

Automated decision-making does not take place. Should this be or become necessary, we will obtain a transparent consent in advance of processing.

Changes to this Privacy Policy

We reserve the right to change or supplement this data protection declaration at any time with regard to the constantly changing legal, technical and organisational requirements of the processing of personal data. This also applies to possible translation errors and differences with regard to national requirements of data protection law.

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