

Data privacy statement on the processing of personal data in connection with your application for a position at the University of Passau

The information below is provided in accordance with art. 13 of the General Data Protection Regulation (GDPR). It concerns the collection and processing of personal data as part of the application procedure for a position at the University of Passau.

1) Data controller

University of Passau

Postal address: Innstr. 41, 94032 Passau, Germany

Phone: +49 851 509 1301

Fax: +49 851 509 1302

E-mail: personalabteilung@uni-passau.de

2) Contact details of the data protection officer

Data Protection Officer of the
University of Passau

Postal address: Nikolastr. 12, 94032 Passau, Germany

Phone: +49 851 509 1107

E-mail: datenschutz@uni-passau.de

- 3) The **purpose of the data processing** is to allow the University to lawfully process your application. For this purpose, we store all data you provide to us as part of your application on our systems. This data is then used to determine whether you are invited for an interview. We collect certain additional personal data from applicants whom we consider to be suitable in principle. These data are essential for the selection decision. Successful candidates are informed separately of the personal data to be collected at the recruitment stage.

The legal bases for data collection and data processing are art. 6(1)(1)(b) GDPR, art. 9(2)(b) and (h) GDPR, art. 88(1) GDPR, and art. 8(1)(1) nos. (2) and (3) of the Bavarian data protection act (BayDSG) and art. 103, where applicable, in conjunction with art. 145 subsection II, of the Bavarian civil servants act (BayBG).

- 4) Any personal data collected from you in connection with your application is processed and stored electronically on systems maintained by the Centre for Information Technology and Media Services of the University of Passau (ZIM).

- 5) We will store your personal data obtained during the application process for at least six months.

If your application is unsuccessful or if you withdraw it, we will delete the data you have submitted six months after you receive your rejection notice or have withdrawn your application. Storage of your data is necessary in case of legal action (e.g. assertion of claims under the general equal treatment act, AGG).

Once you conclude an employment contract with the University, we will inform you separately of the regulations in force regarding the handling of your personnel data, in particular with regard to the creation of personnel dossiers (see item 3).

6) Other **rights** to which you are **entitled under GDPR**:

- If your personal data are processed, you have the right to request information on your personal data stored on our systems (right of access, art. 15 GDPR).
- You have the right to rectification of incorrect personal data processed by us (art. 16 GDPR).
- On condition that the legal requirements are met, you may demand deletion of the data (right to erasure, art. 17 GDPR), restriction of processing (art. 18 GDPR) and/or lodge an objection against processing (right to object, art. 21(1) GDPR).
- You have the right to complain to the Bavarian State Commissioner for Data Protection.

Contact details:

Bayerischer Landesbeauftragter für den Datenschutz (BayLfD)	Postal address: Postfach 22 12 19, 80502 Munich, Germany
Wagmüllerstr. 18	Phone: +49 (0)89 212672 0
80538 Munich, Germany	Fax: +49 (0)89 212672 50
	E-mail: poststelle@datenschutz-bayern.de
	Website: www.datenschutz-bayern.de

If you make use of these rights, the University of Passau will check whether the legal requirements are met.

If you request that we delete your application data during the application process, we will regard this as a withdrawal of your application.