

Privacy Policy

Our handling of your data and your rights
– Information according to Articles 13, 14 and 21 of the General Data Protection Regulation (GDPR) –

Dear applicant,

the protection of your data is very important to us. In the following we will inform you about the processing of your personal data by the Horn & Bauer Group and the claims and rights to which you are entitled according to the data protection regulations.

1. Who is responsible for data processing and whom can I contact?

The responsible authority is:

Horn & Bauer GmbH & Co. KG
An der Michelsruh 3
34613 Schwalmstadt
Telefon: +49 (0) 66 91-8 08-0
Fax: +49 (0) 66 91-8 08-111
E-Mail-Adresse: info@horn-bauer.de

You can reach our data protection officer via:

GenoRisk GmbH
Heidrun Pautsch
Marburger Str. 6- 10
36304 Alsfeld
E-Mail-Adresse: datenschutz@horn-bauer.de

2. Dealing with applicant data

We offer you the opportunity to apply for a job at our company (e.g. by e-mail, by post or via the online application form). In the following, we inform you about the scope, purpose and use of your personal data collected as part of the application process. We ensure that the collection, processing and use of your data is in compliance with applicable data protection law and all other legal provisions and that your data is kept strictly confidential.

3. Scope and purpose of data collection

If you send us an application, we will process your associated personal data (e.g. contact and communication data, application documents, notes taken during interviews, etc.) insofar as this is necessary to decide on the establishment of an employment relationship. The legal basis for this is § 26 BDSG under German law (initiation of an employment relationship), Art. 6 para. 1 lit. b DSGVO (general contract initiation) and - if you have given your consent - Art. 6 para. 1 lit. a DSGVO. The consent can be withdrawn at any time. Your personal data will only be passed on within our company to persons involved in processing your application.

If the application is successful, the data submitted by you will be stored in our data processing systems on the basis of Section 26 of the German Federal Data Protection Act (BDSG) and Art. 6 (1) lit. b DSGVO for the purpose of implementing the employment relationship.

4. Data storage period

If we are unable to make you a job offer, if you reject a job offer, or if you cancel your application, we reserve the right to retain the data you have provided on the basis of our legitimate interests (Art. 6 Para. 1 lit. f DSGVO) for up to 6 months from the end of the application process (rejection or cancellation of the application).

Afterwards, the data will be deleted and the physical application documents destroyed. This storage serves in particular as evidence in the event of a legal dispute. If it is obvious that the data will be required after the 6-month period has expired (e.g. due to an impending or pending legal dispute), the data will not be deleted until the purpose for continued storage no longer applies.

Longer storage may also take place if you have given your consent (Art. 6 para. 1 lit. a DSGVO) or if legal storage obligations prevent deletion.

5. Admission to the pool of candidates

If we do not offer you a job, we may be able to include you in our pool of candidates. In the case of admission, all documents and details from the application will be transferred to the pool of candidates in order to contact you in the event of suitable vacancies.

Admission to the applicant pool takes place exclusively on the basis of your explicit consent (Art. 6 para. 1 lit. a DSGVO). The provision of consent is optional and is not related to the current application process. You can withdraw your consent at any time. In this case, the data from the pool of candidates will be irrevocably deleted, provided that there are no legal reasons for retention.

The data from the pool of candidates will be irrevocably deleted no later than two years after consent has been given.

6. What are my data protection rights?

You have the right to information under Article 15 of the GDPR, the right to correction under Article 16 of the GDPR, the right to erasure under Article 17 of the GDPR, the right to restriction of processing under Article 18 of the GDPR and the right to data portability under Article 20 of the GDPR. With regard to the right to information and the right to erasure, the restrictions pursuant to Sections 34 and 35 of the German Data Protection Act (BDSG) apply. In addition, there is a right of appeal to a data protection supervisory authority (Article 77 DSGVO in conjunction with Section 19 of the German Federal Data Protection Act (BDSG)).

7. Is there a duty to provide data?

In the context of an application, you only have to provide the personal data that are required for the establishment, implementation and termination of a contractual relationship or that we are legally obliged to collect. Without this data, we will generally not be able to carry out an application process and consider your application.

9. Is there automated decision-making in individual cases?

As a matter of principle, we do not use fully automated decision-making pursuant to Article 22 of the GDPR to justify and carry out the application process. Should we use these procedures in individual cases, we will inform you about this separately if this is required by law.