

PRIVACY POLICY

1. Information about the procession of your personal data during the application procedure

Thank you very much for your interest in our company and your request to work with us. We would like to inform you about the handling of your personal data in the course of the application procedure.

2. Provider and responsible Data Controller as defined by the applicable Data Protection Law

Blaser Swissslube AG
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contact@blaser.com
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Blaser Swissslube attaches great importance that your personal data are protected. All personal data transferred via the online application-portal E-recruiting of Blaser Swissslube, in particular during the registration procedure, the filling of the forms, the upload of documents and the sending of applications or the answer to possible vacancies are exclusively transferred with your consent. It is your decision what personal data you enter in our Web-forms. If you specify your personal data, you give at the same time your explicit consent that these data can be used by Blaser Swissslube for the processing of your application. However, it is completely your decision what personal data you want to communicate. We only ask you to use a private email-address for your application or your requests.

3. Application process

If you register on our platform, you provide us your personal data for the purpose of processing your application. Your personal data will exclusively be stored or processed for the filling of jobs at Blaser Swissslube. In this respect, the Blaser Swissslube Company named in the job description or the Blaser Swissslube Company to which you send your unsolicited application will be responsible for the data processing.

Recipient of data:

We will transfer your application data only within our company and only to the responsible units and persons.

The online-application tool offered by us is operated by a third provider in Switzerland and is used by all Blaser Swissslube companies worldwide. With your application via the online-application-portal E-Recruiting of Blaser Swissslube you acknowledge and accept with your registration and the disclosure of data and you give your consent that the personal data provided by you are transferred to a provider of application management systems in Switzerland (contract data processor) and are processed there.

In the case you agreed under data release that your personal data can be transferred to other Blaser Swissslube companies, your profile will be activated whenever other Blaser Swissslube companies are interested in your profile. In other words, your personal data are available to other Blaser Swissslube companies connected with the system, and these companies can get in contact with you as required. You have the right to revoke your declaration of consent for the future at any time by sending an electronic message to the contact person named in the job description. If you enter *unsolicited* in the application management system, your personal data will be transferred automatically to the relevant Blaser Swissslube Company in accordance with your skills.

4. Purposes of the processing and legal regulations

We collect your personal data in order to process your application. There will be no automated individual decisions and no profiling.

The processing of your personal data is based on your declaration of consent.

5. Deletion of Data

The personal data will be used strictly for the electronically processing of applications. In the case that your application has been accepted, your personal data will be processed in the context of the employees administration procedure carried out according to the applicable and valid regulations for employment and data protection law.

In the case that your application has been rejected, and you did not give a specific information at data release or you did not indicate that your personal data should be deleted after the application procedure, your personal data will be deleted in accordance with the applicable legal deadline.

In the case that your application has been rejected and you gave your consent at data release that your personal data can be stored for a longer period, your personal data can be stored in our database up to 12 months before they are deleted. This is for the case that another job that meets your qualifications becomes available. In case you should not agree to this procedure, please let us know and we will delete your personal data immediately. Furthermore, you have the possibility to update or change your personal data at any time after recording in the database by registration via your password-protected profile. In the case you want to delete your personal data definitively, you can register via your password-protected profile and push the button „Request deletion of my profile“. Your profile will then be deleted within one day by the relevant HR-consultant.

6. Data Security

Blaser Swisslube uses company regulations that are applicable all over the world to ensure the security and the confidentiality of personal data. Any third provider processing your personal data on behalf of Blaser Swisslube is committed to protect the confidentiality and to take the same strong measures as Blaser Swisslube does.

Personal data transferred within the E-Recruiting service are protected by technical and organizational measures (at least encryption of the transmission and the content) to prevent the unintentional or intentional manipulation, loss, damage, unauthorized access by third parties. Our security procedures are constantly examined and improved – in consideration of the technological developments and structural measures.

7. Job-Subscription

By configuring the job-subscription only the basic information necessary will be stored (email-address and selection criteria). You can cancel the job-subscription at any time. In that case your personal data will be deleted.

8. Data processing while visiting our Website

If you use the application-portal only for informational use and you therefore do not transfer any data to us, we collect only those personal data that your browser transfers to our server. While storing those data no allocation to a certain person will be made. The following data are collected for statistical purposes or to solve technical problems only:

- IP-address
- Type and version of your Web-Browser

9. Your rights

According to the applicable Data Protection law, you have the right to get information about your personal data, rectification, deletion, restriction of the processing or contradiction against the processing or transfer of data. In order to exercise your rights towards us you can contact us under the address mentioned in the contact details.

Furthermore, you have the right to complain to a supervisory authority about the processing of your personal data.

As far as the data processing is based on a balancing of interests, you may have, under certain conditions, the right to disagree to this processing.

Provided that the data processing is based on your consent, you have the right to revoke your declaration of consent for the future at any time and without any specific reasons. The revocation has also to be addressed to the address mentioned in the contact details. Please note that this revocation is only valid for the future. Data processing prior to the revocation are not affected.

10. Duties while using the online application

You herewith undertake not to spread any illegal content as well as not going to violate any rights of third parties while using the online application. Virus attacks are also forbidden as well as the abuse of the application in order to attack the security arrangements of a third-party network, host or account.

You ensure the confidentiality and the use of the password. You undertake to protect the access to the online portal against the unauthorized use by third parties.

11. Declaration of consent

I consent that my personal data are processed according to the purposes mentioned in this privacy statement. I have taken notice that I can revoke this declaration of consent at any time.

12. Contact

Please do not hesitate to contact us under hr@blaser.com should you have any questions regarding Data Protection and Privacy procedures.

Please contact us under hr@blaser.com should you have any questions regarding the application procedure.

13. Changes of our Privacy Statement

Furthermore, we would like to point out that these regulations regarding Data Protection can be changed according to latest requirements. We therefor reserve the right to make such changes at any time.

The privacy statement will come into force on January 01 2020.