

Privacy Declaration Job Applicant

During the recruitment process we necessarily collect some personal data on you. Those data are protected under the General Data Protection Regulation (GDPR). In this declaration we explain who we are, how we collect these data, how we protect it and how we use it.

You will find a short description of the regulation in the "About the GDPR" page on the website (www.advionics.be), as well as links for further exploration. The General Privacy Declaration on the same website also gives more insight in how the company handles personal data.

COMPANY INFORMATION

Advionics NV is part of the Belgian IE Group. This privacy declaration is uniformly valid for **Advionics NV**. Visit the website www.advionics.be for more information and contact details.

YOUR PERSONAL DATA

Personal data consists of information obtained from several sources: the candidate, recruitment and temp agencies, evaluations by interviewers, etc. It mainly consists of your name, email address, CV and personal qualifications. Providing relevant personal data is a necessary precondition to be able to complete the recruitment process and to be hired. The company does not process information found on social media unless the candidate suggests this.

PROTECTION OF PERSONAL DATA

1. All personal data are stored and protected on an internal server with limited access. Only people that are directly involved in the recruitment process have access and only those responsible for the hiring have access to all the data.
2. Anonymous personal data (anonymous CV) received during the recruitment process are removed within a year.
3. Identifiable personal data are removed when a suitable candidate is found or the position is withdrawn. For unsuccessful candidates a minimal amount of data ¹ will be kept for at most three years to speed up the recruitment process for future openings. All personal data of the successful candidate obtained during recruitment process are removed after the process ends.
4. Advionics does not use automatic processing of personal data in these processes.
5. The data collected during the process are not transferred outside Advionics.

¹ The "minimal amount of data" consists of name, email address, job opening applied for and a short explanation of the hiring decision.

MORE QUESTIONS?

If you have more questions regarding your personal data, you can reach us at gdpr@advionics.be.

CHANGES AND NOTIFICATIONS

IE reserves the right to change the privacy declaration in the light of changes in the legal or regulatory requirements, or in the manner in which it handles personal data. We will inform the affected data subjects (when that is legal) of these changes.

This privacy declaration was last modified on May 28, 2018 13:20

SPECIFIC NOTES ON THE REGULATIONS WITH RESPECT TO PERSONAL DATA OBTAINED DURING THE RECRUITMENT PROCESS

1. The right to access, port or transfer personal data is limited by the right to privacy of other data subjects. This applies, for instance, on the internal evaluation of the candidate by interviewers, or information on the successful candidate.
2. The right to removal of the minimal amount of data kept during the maximum 3 year retention period is limited to the removal of the short explanation of the hiring decision.
3. At all times the company complies with all applicable laws.