



INFORMATION ON THE PROCESSING OF PERSONAL DATA OF JOB APPLICANTS

Dear Applicant,

We consider the protection of personal data to be an integral part of our commitments and pay due attention to it. Therefore, we provide you with information on how we process your personal data when you apply for a job with us.

Providing your personal data is voluntary, but necessary for participation in the recruitment process.

1) Who is the data controller?

The controller of personal data is **Eyeball s.r.o.**, Company ID: 096 74 454, with its registered office at Jungmannova 745/24, Nové Město, 110 00 Prague 1, registered in the Commercial Register maintained by the Municipal Court in Prague, Section C, Insert 340190 (hereinafter referred to as “**We**” or the “**Controller**”).

Data Protection Officer

Mgr. Michal Nulíček, LL.M.

E-mail: gdpr@eyeball.club

2) What personal data do we process?

We process the following personal data:

- Identification data (e.g. name, surname, title, date of birth),
- Contact details (e.g. address, phone number, email address),
- Suitability assessment data (e.g. evaluation of your profile, test results),
- Qualification data (e.g. education, field of study, previous employers, job positions, duration of employment, description of activities performed),
- Other data you provide in your CV and in communication with us.

3) Why do we process personal data and on what basis?

We process your personal data for the following purposes:

- a) selection of the most suitable candidate within the recruitment process, based on steps taken prior to entering into an employment contract;
- b) protection of legal claims, based on our legitimate interests or those of third parties (e.g. protection of property, enforcement of rights related to the recruitment process);
- c) if you give us consent, also for retaining your personal data in the applicant database for the purpose of contacting you with future job offers.

When processing your personal data, no decisions are made solely by automated processing, including profiling, that would have legal effects on you or significantly affect you in a similar way.

4) Sources of personal data and retention period

We obtain personal data directly from you, namely from communication preceding the recruitment process and further within the recruitment process and related communication.

In addition, to a limited extent, we obtain and further process personal data obtained from persons listed as your references, as well as from publicly available sources, always in accordance with legal requirements.



We retain personal data for the following periods:

- or the duration of the recruitment process in the case of purpose under point (a) above;
- for the duration of limitation periods, including the period covering any suspension or interruption thereof, typically no longer than 3 years after the end of the recruitment process, if no contract is concluded with you, in the case of purposes under point (b) above;
- for the duration of your consent, however no longer than 2 years from its granting, in the case of purpose under point (c) above.

5) Who processes your personal data and with whom do we share it?

Personal data will be accessible exclusively to relevant employees of the Controller who are obliged to maintain confidentiality regarding such data. These are mainly authorized employees of the HR department.

For the processing of personal data, we may also use processors who process personal data on the basis of our instructions. Such processors are in particular providers of information systems and technical infrastructure.

In connection with processing, your personal data may be transferred to third countries, i.e. countries outside the European Union and the European Economic Area. In such cases, we will take steps to ensure appropriate safeguards to make sure that your data protection rights remain protected.

These steps include in particular verification of whether the third country to which personal data are to be transferred is considered a country with an adequate level of protection and, where applicable, ensuring other appropriate safeguards, such as the conclusion of standard contractual clauses which the recipient in the third country undertakes to comply with, together with additional measures.

6) What rights do you have in connection with the processing of personal data?

Just as we have our rights and obligations when processing your personal data, you also have certain rights when your personal data is processed. These rights include:

Right to withdraw consent

You may withdraw the consent granted by you at any time. However, this does not affect the lawfulness of processing based on consent before its withdrawal.

Right of access

Put simply, you have the right to know what data about you we process, for what purpose, for how long, where we obtain your personal data, to whom we transfer it, who processes it besides us, and what other rights you have in connection with the processing of your personal data. All this information is contained in these Information on the Processing of Personal Data. However, if you are not sure which personal data we process about you, you may request confirmation from us as to whether or not personal data concerning you are being processed by us, and if so, you have the right to access such personal data. Within the right of access, you may request a copy of the processed personal data, whereby we will provide the first copy free of charge and further copies for a fee.

Right to rectification

If you find that the personal data we process about you are inaccurate or incomplete, you have the right to have them corrected or supplemented without undue delay.

Right to erasure



In some cases, you have the right to have your personal data erased. We will erase your personal data without undue delay if one of the following reasons is met:

- a) your personal data are no longer necessary for the purposes for which we processed them;
- b) you exercise your right to object to processing (see below section "*Right to object to processing*") in respect of personal data processed on the basis of our legitimate interests and we find that we no longer have any such legitimate interests justifying such processing;
- c) it turns out that the processing of personal data carried out by us has ceased to be compliant with generally binding legal regulations.

This right does not apply if the processing of your personal data is still necessary for:

- a) compliance with our legal obligation;
- b) purposes of archiving, scientific or historical research or statistical purposes; or
- c) the establishment, exercise or defence of our legal claims.

Right to restriction of processing

In some cases, in addition to the right to erasure, you may exercise the right to restriction of processing. This right allows you, in certain cases, to request that your personal data be marked and that such data not be subject to any further processing operations – however, not permanently (as in the case of the right to erasure), but for a limited period of time. We must restrict the processing of personal data if:

- a) you contest the accuracy of the personal data, until we agree on what data are correct;
- b) we process your personal data without a sufficient legal basis (e.g. beyond what we are obliged to process), but you prefer restriction instead of erasure (e.g. if you expect to provide us with such data in the future anyway);
- c) we no longer need your personal data for the above processing purposes, but you require them for the establishment, exercise or defence of your legal claims; or
- d) you raise an objection to processing. The right to object is described in more detail below. During the period in which we assess whether your objection is justified, we are obliged to restrict the processing of your personal data.

Right to data portability

You have the right to obtain from us all your personal data that you have provided to us and which we process on the basis of performance of a contract. We will provide your personal data in a structured, commonly used and machine-readable format. In order to be able to easily transfer the data at your request, this may only concern data that we process in an automated manner in our electronic databases. Therefore, we cannot always and in all circumstances transfer all data that we keep in paper form.

Right to object to processing

You have the right to object to processing of personal data based on our legitimate interests. We will stop processing your personal data unless we have compelling legitimate grounds for continuing such processing.

Right to lodge a complaint

Exercising your rights in the above manner does not affect your right to lodge a complaint with the Office for Personal Data Protection. You may exercise this right especially if you believe that we process your personal data unlawfully or in breach of generally binding legal regulations.

You may file a complaint with the Office for Personal Data Protection, seated at Pplk. Sochora 27, 170 00 Prague 7.

7) How can you exercise your rights?

You may exercise your individual rights by sending an e-mail to the address stated above in our contact details or by a written request sent to our registered office or correspondence address.



We will provide a response and, where applicable, information on the measures taken as soon as possible, at the latest within one month. If necessary, and with regard to the complexity and number of requests, we are entitled to extend this period by two months. We would inform you of any such extension, including the reasons for it.