

Deloitte Central Europe Recruitment Privacy Notice For the position you are applying for

This Privacy Notice is applicable to processing of your personal data (the “data”) by us and explains:

- what personal data we process about you;
- why (for what purposes) we process your personal data (including the legal grounds for your data processing);
- how and in what locations we process your personal data (where we transfer your personal data and with whom we share your data);
- and what are your rights.

What personal data we process: We process the personal data that we obtain from the individual who referred you and recommended you as a suitable candidate, from recruitment agency, and/or directly from you e.g. by receiving your CV or during an interview. We also may process personal data that you explicitly made publicly available (on social sites such as LinkedIn or otherwise).

Those personal data normally include:

- Name;
 - Surname;
 - E-mail address;
 - CV;
 - Phone number;
 - Additional files (e.g. portfolio);
 - Links (e.g. portfolio);
 - History of applications;
- Information related to recruitment processes (e.g. comments);
for the following purposes and under the following conditions:

Purposes of your data processing (the “Purposes”):

Assessment of your profile as a candidate and conducting the hiring process for for the position you are applying for, including but not limited to your experience, skills and education. For these purposes we do not collect or process any ‘sensitive’ or ‘special categories’ of personal data as defined in the data protection laws.

Legal basis for your data processing:

We process your personal data only when the processing is necessary to assess your profile as a candidate for for the position you are applying for and conduct the hiring process:

- in order to conduct the hiring process that may lead to the conclusion of a contract between us;
- for the purposes of our legitimate interests except where such interests are overridden by your interests or fundamental rights and freedoms which require protection of personal data; and
- for compliance with a legal obligation we may be subject to.

Retention of your personal data: The Personal Data will be stored in the system for the period of a recruitment process and additional 6 months after the recruitment process is finished. After this period expires Personal Data will be fully anonymized unless you decide otherwise.

Personal data controller: In the context of this Privacy Notice the data controller is the Deloitte CE entity that considers your profile for the respective position. Deloitte CE entities in Bulgaria and immediate data controller in the current case is **Deloitte Bulgaria EOOD**, UIC 040450884, registered at Commercial register, Registry Agency, kept by Ministry of Justice with seat at: Sofia, 1303 Alexander Stambolijksi blvd. Deloitte CE entities offering new job opportunities and conducting the recruitment process can be found [here](#).

Sharing and transferring your personal data: your personal data may be disclosed/transferred to and processed by the following recipients for the Purposes:

Deloitte CE group of entities listed at: <https://www2.deloitte.com/ce/en/legal/about-deloitte.html#countries>

If applicable your personal data will be processed only to the extent allowed for the Purposes and in accordance with the Data Protection Legislation. Each of the recipient(s) shall be responsible for ensuring the appropriate protection of your data, providing information on your data processing and obtaining additional consents if required. In case your data is transferred across country borders (including the territories outside of the European Union) then such transfer will take place only in the case that the obligations as stipulated by the Data Protection Legislation for such transfers are fulfilled.

Processors: apart from the data controllers as described above, please be informed that the following entities may process Personal Data as data processors:

- *Deloitte Advisory & Management Consulting Private Limited Company, Dózsa Gy út 84.C., 1068 Budapest, Hungary;*
- *Deloitte CE Business Service Sp. z o.o., Al. Jana Pawła II 22, 00-133 Warsaw, Poland;*
- *Deloitte Central Europe Service Centre s.r.o., Italská 2581/67, 120 00, Prague 2 - Vinohrady, Czech Republic;*
- *Deloitte CZ Services s.r.o, Italská 2581/67, 120 00, Prague 2 - Vinohrady, Czech Republic;*
- *Deloitte Global Services Limited, Hill House, 1 Little New Street, EC4A 3TR London, United Kingdom;*
- *Microsoft Corporation, One Microsoft Way, Redmond, WA 98052, USA;*

Their access rights are strictly limited to the extent that it is only for necessary technical, administrative and help desk support services.

The personal data may be made accessible to the following personal data recipients or categories of recipients:

- *Recruitment Agencies cooperating with Deloitte CE;*
- *Local Deloitte CE Talent Teams*

Security of processing: We and our data processors established technological, physical, administrative and procedural safeguards all in line with the industry accepted standards in order to protect and ensure the confidentiality, integrity or accessibility of all personal data processed; prevent the unauthorized use of or unauthorized access to the personal data or prevent a personal data breach (security incident) in accordance with Deloitte CE policies and Data Protection Legislation. Deloitte CE is a holder of ISO 27001 certification – widely recognized global information standard.

Your rights:

You have your right to:

- request access to your personal data (and request a copy of the personal data that we process)
- request us to update and correct your personal data (right to rectification)
- request us to delete your personal data (where possible), or
- request a restriction on the processing of your data.

You may object to the processing (in certain cases as specified by GDPR), as well as execute your right to data portability (receive a copy of personal data which you provided to us in a structured machine – readable format and request us to transmit such data to another data recipient).

You can enforce all rights described here by sending e-mail to CEBGhr@deloitte.com

For any questions related to processing of your personal data including the security safeguards when transferring the data outside of the EU region send e-mail to: CEprivacy@deloittece.com or a written notice to:

[Deloitte CE Data Protection Leader, Deloitte Central Europe Service Centre, Italská 2581/67, 120 00, Prague 2 - Vinohrady, Czech Republic.](#)

It is also your right to lodge a complaint with a local data protection supervisory authority in the country of your residence in case you are of an opinion that the processing of your personal data infringes the GDPR.