

Pursuant to the information obligation under Articles 13 and 14(1) and 14(2) of GDPR¹, the following information is provided.

Controller	IT CONNECT Sp. z o.o. Sp. k. with its registered office in Warsaw at ul. Chłodna 51, 00-867 Warszawa
	You may contact the controller in writing to the address of the registered office and by e-mail: biuro@itconnect.pl
Data Protection Officer	The Controller has appointed a Data Protection Officer who can be contacted on data protection matters in writing via email: iod@itconnect.pl or by post to the address of the Controller's registered office with a note "Personal data".
Purposes and bases for processing	<ul style="list-style-type: none"> a. Offering or providing recruitment services, providing information to potential employers – consent (Article 6(1)(a) of GDPR) or legitimate interest of the controller (Article 6(1)(f) of GDPR), respectively; b. Verification of qualifications and skills – legitimate interest of the controller (Article 6(1)(f) of GDPR); c. Establishing the terms and conditions of future cooperation with the potential employer – legitimate interest of the controller (Article 6(1)(f) of GDPR); d. Providing individually tailored job recommendations – consent (Article 6(1)(a) of GDPR) or legitimate interest of the controller (Article 6(1)(f) of GDPR), respectively; e. Measures to conclude an employment contract – legal obligation to which the controller is subject (Article 6(1)(c) of GDPR); f. Measures to conclude a cooperation contract, including a contract of mandate or a service agreement – necessary for the performance of a contract (Article 6(1)(b) of GDPR); g. If in your application you voluntarily indicate specific personal data – listed in Article 9(1) of GDPR (e.g. describe your health condition) – the basis is consent (Article 6(1)(a) and 9(2)(a) of GDPR).
Legitimate interest of the controller	It involves running a professional business in the outsourcing of personnel services for clients and work candidates, including the recruitment of candidates for employees or associates.
Data sources and categories	<p>In order to carry out the recruitment process, we use the following data sources and categories:</p> <ul style="list-style-type: none"> a. Directly from you, made available as part of your CV or through an interview with a representative of the controller, b. Publicly available on professional portals (e.g. LinkedIn, pracuj.pl, GoldenLine, etc.), social networks as well as those provided by academic career offices; c. From other candidates or employers who recommend you as a contact person – to contact you and make a job offer.
Data recipients	Your personal data may be transferred to companies affiliated with the controller, business partners and contractors, customers and potential customers (entities with whom the controller cooperates in offering or providing services), as well as to entities providing personnel and accounting services, IT, legal and tax advisers, postal operators, courier companies. Personal data may also be made available to other entities on the basis of and within the limits of applicable law.
Duration of personal data processing	<p>The controller shall process your data for:</p> <ul style="list-style-type: none"> a. The duration of the specific recruitment processes; b. In the event that you agree to participate in further recruitment processes held by the controller, but for no longer than 9 months;

¹GDPR – Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).

	<p>c. The duration of your objection to the processing based on Article 6(1)(f) of GDPR, unless there are compelling legitimate grounds for further processing overriding your interests, rights and freedoms, in which case the controller will immediately inform you of their existence.</p>
The right to withdraw consent	<p>You may withdraw your consent to the processing of your personal data at any time. The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal. The provision of personal data or consent to its processing is voluntary.</p>
Profiling	<p>The controller, as part of the recruitment processes, profiles your personal data on the basis of criteria related to your individual characteristics – in particular your education, skills and work experience – in order to select candidates who meet the requirements of the interested employers. However, any decision regarding this is preceded by a detailed analysis by a representative of the controller.</p>
Rights of data subjects	<p>You have the right to access your personal data and to have them rectified, erased, to have their processing restricted and to object to the processing of your personal data. Notwithstanding the above rights, you have the right to lodge a complaint to the competent supervisory authority – the President of the Office for Personal Data Protection (address: Biuro Prezesa Urzędu Ochrony Danych Osobowych, ul. Stawki 2, 00-193 Warszawa).</p>
Data provision	<p>The provision of your personal data is voluntary, but necessary to participate in the recruitment process.</p>