

Information for our applicants on the use and handling of personal data
with your data in accordance with Swiss data protection law

As a subsidiary of Pfisterer Holding SE, the following information specifies the handling of personal data in accordance with Swiss data protection law. Only those persons who are actively involved in the application process for a position will have access to your data. Your personal data will not be used outside of the application process.

Responsible for data processing:

Pfisterer Switzerland AG
Erlistr. 3
6403 Küsnacht am Rigi

You can reach our **data protection advisor** at: datenschutz@pfisterer.com

Purposes of processing

We process personal data in compliance with Swiss data protection law and all other applicable laws.

The primary purpose of data processing is to establish an employment relationship with you. The categories of personal data that are collected in the context of a possible establishment (application phase) and processing of your application/eRecruiting include in particular your master data (such as first name, surname, name affixes, nationality), contact data (such as private address, (mobile) telephone number, e-mail address), as well as other data (e.g. qualification data, data on work activities, any previous convictions, social data, bank details). This may also include special categories of personal data such as health data.

Purpose of the processing	Categories of personal data
Establishment of an employment relationship	Personal data, contact data, address data, other information that you enter in the portal and attachments that you upload
Inclusion in an applicant pool for later contact and longer storage period than the actual application process	Personal data, address data, applicant data
Advertising purposes, in particular postal advertising	Address data, personal data
Examination of alternative job offers within the Group	Personal data, applicant data
Sending newsletters, activities in connection with the JobAgent	Personal data, contact details

Insofar as we have your consent to process personal data for specific purposes, the lawfulness of this processing is based on your consent. Once given, consent can be revoked at any time. Please note that the revocation is effective for the future. Processing that was carried out before this revocation is not affected by this.

Insofar as particularly sensitive personal data (in accordance with Art. 5, para. c FADP) is processed as part of the application process, this serves to exercise rights or fulfill legal obligations under employment law, social security law and social protection law (e.g. providing health data to authorities, recording severe disabilities). In addition, the processing of health data may be necessary for the assessment of your ability to work.

Your personal data is generally collected directly from you as part of the application process. We may also have received data from third parties (e.g. recruitment agencies).

If we wish to process your personal data for a purpose not mentioned above, we will inform you in advance.

If you upload your contact details via a social media network, we receive and process the data exclusively for the stated purposes. Data processing in our systems only takes place once the application process explicitly requested by you has begun and the data has been uploaded. Data is only collected and transferred from the social media network insofar as we are requested to do so by you in order to make the application process easier for you

To whom is the data forwarded (categories of recipients)?

Within our company, only those persons and positions (e.g. the department seeking employment) receive your personal data that require it to fulfill our contractual and legal obligations.

Within our group of companies, your data will be transferred to certain companies if these data processing tasks are performed centrally for the companies affiliated in the group (e.g. centralization of IT in the group).

In addition, we use various service providers to fulfill our contractual and legal obligations within the framework of order processing contracts (e.g. providers of the software-supported applicant portal).

The MHM HR job market (applicant portal) uses mandatory cookies (so-called "session cookies"), which store data for technical session control in your browser's memory. These are not used to collect usage data and are deleted at the latest when you close your browser. In addition, cookies are set to create an evaluation of the website from which the applicants were directed to the application and whether these applicants have completed their application via this website (so-called "applicant cookies"). These cookies are stored for one week by default and then deleted, unless the cookies are deleted earlier via the browser settings. To save the cookie settings, a cookie is set as soon as the cookie banner is clicked. As a result, the banner is no longer displayed for this user. The cookie saves the status of the banner for one year.

Duration of data storage:

Personal data will be deleted no later than six months after the end of the application process. In the case of inclusion in the applicant pool, deletion takes place after 3 years if no suitable position can be offered.

Data transfer to third countries:

A transfer of personal data to third countries (countries outside Switzerland, the EU and the European Economic Area EEA) or to an international organization will only take place if this is necessary for the initiation, the transfer is required by law or you have given us your consent and only in compliance with the data protection requirements prescribed for this purpose.

Rights of data subjects:

You can request information about the personal data stored about you using the contact details provided above. (Art. 25 DSG). Under certain conditions, you can also request the correction or deletion of your data. Furthermore, you have the right to receive the data you have provided in a structured, commonly used and machine-readable format (Art. 28 FADP).

Is there an obligation to provide data?

As part of the application process, you must provide the personal data that is required to carry out the application process or that we are legally obliged to collect. Without this data, we will not be able to carry out the application process with you.

Right of appeal:

You have the option of contacting the above-mentioned data protection officer with a complaint.

Right of objection:

If we process your data to protect legitimate interests, you can object to this processing if your particular situation gives rise to reasons that speak against data processing.