









PRIVACY NOTICE ON THE PROCESSING OF PERSONAL DATA FOR CANDIDATES
Pursuant to and for the purposes of Articles 13 and 14 of Regulation (EU) 2016/679 ("the *GDPR*")

1. DATA CONTROLLER	
	<p>Fosber S.p.A., with registered office in Via Provinciale per Camaiore 27/28, Monsagrati (LU), and contactable via email at privacy@fosber.it, in the person of its legal representative pro tempore, is the Data Controller and collects your personal data for the purposes of recruitment and selection.</p> <p><i>(hereinafter also referred to as the "Data Controller")</i></p>
3. TYPES OF PERSONAL DATA COLLECTED AND SOURCES OF THE DATA	
	<p>The processing operations may relate to:</p> <ul style="list-style-type: none"> a) identification and contact data (e.g., personal details, email address, telephone number, etc.); b) data relating to educational and training history (e.g., qualifications, training courses, etc.); c) data relating to previous professional experience (including salary level); d) data relating to knowledge of foreign languages and IT skills; e) the photograph, included as part of the professional profile; f) "special category" data as defined under Article 9 of the GDPR. This latter category includes data relating to a confirmed disability (provided to comply with the obligations under Law No. 68/99), or concerning your state of health, maternity, etc. We ask you to provide only the "special category" data deemed essential to enable the Data Controller to properly assess your application; g) any other information useful for the assessment of your CV. <p>The information collected by the Data Controller consists of the details you provide in response to job vacancies and/or following the unsolicited submission of your CV via the "Careers" section and/or the email addresses listed on the website, or by hand-delivering a hard copy, as well as information received through temporary employment agencies or any other channel used for recruitment purposes (e.g. LinkedIn). Such personal data is processed in accordance with the principles of lawfulness, fairness and transparency, in compliance with national and European data protection legislation (Regulation (EU) 2016/679; Legislative Decree No. 196/2003, as subsequently amended and supplemented).</p>
4. PURPOSE AND NATURE OF DATA PROVISION	
	<p>The personal data contained in your CV will be used solely for staff recruitment, selection, and assessment purposes. Providing this information is optional. However, failure to provide all or part of the data will prevent the Data Controller from assessing your application and professional profile correctly, thereby preventing the selection process from being carried out properly. Please note that should your CV contain personal data – whether special-category or general personal data - that is not relevant to the intended purpose, Fosber S.p.A. will refrain from using it.</p>

5. LEGAL BASIS FOR THE PROCESSING	
	<p>The processing of your general personal data is lawful as it is carried out for the implementation of pre-contractual measures taken at your request; the legal basis for the processing of your special categories of personal data, however, is the Decision of the Data Protection Authority of 5 June 2019, setting out “<i>Requirements relating to the processing of special categories of data, pursuant to Article 21(1) of Legislative Decree No. 101 of 10 August 2018</i>” which supplements and amends the Data Protection Authority’s General Authorisation No. 1/2016.</p>
6. METHODS OF PROCESSING AND RETENTION PERIOD	
	<p>Your data will be processed by specially authorised internal staff. As part of the management of applications, IT tools, including those based on artificial intelligence technologies, may be used for the sole purpose of facilitating internal activities relating to the search, review and identification of applications received in relation to open positions or specific professional requirements, for example on the basis of skills, professional experience, education, qualifications or other information contained in the CV and in any additional data provided by the candidate.</p> <p>The use of such tools does not involve the adoption of fully automated decisions within the meaning of Article 22 of the GDPR, nor does it result in the automatic exclusion, selection, invitation for interview or recruitment of the candidate. All relevant assessments within the selection process remain the responsibility of authorised staff.</p> <p>In any case, we guarantee that the Data Controller follows procedures and methods for the use of your data that are strictly related to the purposes identified above and employs methods that ensure their security and confidentiality, through the use of appropriate measures to prevent alteration, erasure, destruction, unauthorised access or processing that is not permitted or does not comply with the purposes of collection.</p> <p>Personal data and documentation submitted as part of your application, including your CV, will be retained for a maximum period of 24 months from the date of submission or the last update of your profile/application.</p> <p>Upon expiry of the 24-month retention period, the candidate will receive a notification inviting them to update or confirm their profile, should they wish to keep their application active within our systems.</p> <p>If the candidate updates or confirms their profile, the data will continue to be retained for a further period of 24 months, starting from the date of the last update or confirmation.</p> <p>If there is no response to the request for an update or confirmation, the personal data and CV will be deleted from the system within 15 days of the notification being sent.</p> <p>This does not affect the candidate’s right to request the deletion of their data at any time, in accordance with the procedures set out in this policy.</p>

7. DISCLOSURE OF PERSONAL DATA	
	Your personal data will not, under any circumstances, be disclosed, but may be shared with parties acting on behalf of the Data Controller , who are linked to the Data Controller through a service provider relationship, such as, for example, the provider of the platform for collecting and managing applications, IT and communication service providers (including email services), freelancers, and private companies engaged in recruitment and selection activities. These parties process the data exclusively within the context of the activities they perform and act as data processors, specifically appointed pursuant to Article 28 of the GDPR, or as independent data controllers.
8. TRASFER TO THIRD COUNTRIES	
	Your data are not transferred to countries outside the EU . However, should this become necessary, the transfer will take place only to the extent required for the pursuit of the purposes described above and in compliance with Articles 44 et seq. of Regulation (EU) 2016/679.
9. RIGHTS OF DATA SUBJECTS	
	You may exercise your rights (access, updating and supplementation, rectification or erasure, data portability, objection or restriction of processing, and lodging a complaint with the Italian Data Protection Authority) at any time, as provided for in Articles 15 et seq. of the GDPR, by contacting the Data Controller at the email address privacy@fosber.it

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