

**Subject: Information on the Curriculum Vitae in accordance to the art. 13 Reg. 2016/679/UE**

This is to inform you that our company gathers personal data by means of Curriculum Vitae. The processing is carried out in compliance with the criteria set by the European regulation on the protection of personal data, Reg. 2016/679 / EU in force from 25 May 2018 (hereafter GDPR). According to the law, the processing must be based on principles of correctness, lawfulness and transparency and protection of your privacy and your rights.

1) **The data controller is Cest S.r.l.** in the person of its temporary legal representative, with registered office in Via E. Fermi, 9 - 37026 Verona (VR), tel .: 0456767631 e-mail: [info@cestsrl.it](mailto:info@cestsrl.it).

2) The data we collect on your person are used for the purposes of selection, evaluation and searching of staff for our organizational structure.

The legal basis for the processing is defined in art.6 p.1 lett. F) "The processing is necessary for the pursuit of a legitimate interest of the data controller or of a third party"; The data submission's nature is optional, in case of non-submission the controller will not be able to evaluate the candidate's profile. The agreement of the person concerned is expressed through the completely voluntary submission of the CV via Email, Fax or through the section "Work with us" of the website.

3) **Communication:** The data we collect may be communicated to duly appointed external parties that carry out activities on behalf of the data controller, such as by way of example: company consultants related to the HR framework for the evaluation and skimming of profiles, job consultants etc. The personal data relating to means of communication (phone email etc...) will be processed by duly appointed internal subjects. There will not be any communication to extra-EU third countries and there will not be any diffusion (e.g. social networks, websites, etc...). The data controller does not use automated processes, including profiling, for the attainment of the purposes stated in this reporting.

4) The controller will process the personal data for the time necessary to fulfill the above purposes and in any case for no more than 12 months from the collecting for the purposes indicated, after which the controller or whoever they appointed will proceed to delete the CV or to convert the data into aliases.

5) The data subject is entitled to ask the data controller for access to his personal data or the correction or the cancellation of the same or the limitation of the process concerning it, or has the right to oppose their processing, in addition to the right to request the portability of the data themselves.

The request can be made via email or fax or registered letter with the subject: "Request by the data subject" specifying in the request the right that the person wants to exercise (cancellation, rectification, portability, oblivion), together with a valid e-mail address/PEC to which deliver the feedback.

The data controller or whoever they appointed will proceed to meet the request within 30 days from the date of receipt. Should the response be complex, the time may be extended to an additional 30 days, provide a timely notice was sent to the concerned subject.

Should they consider it appropriate to assert their rights, they may lodge a complaint to the competent supervisory authority, corresponding to the national privacy guarantor, located in Palazzo Monte Citorio 121, Rome.

#### **Acknowledgement**

This reporting is given to the subject according to REG. 2016/679/EU, and they declare that they have read and understood the purpose of the processing.