# Privacy policy concerning personal information from candidates

July 2019

We are dealing with personal data from candidates in the following categories: Contact information, Curriculum Vitae, Letters of recommendation and diplomas, salary information

## Legal basis

The collected data is needed to fulfill our contractual and pre-contractual duties. Without this information we are not able to start working with you. We have collected this information directly from you or through a third-party service-provider like a company providing job websites or a national labour agency.

The aim of our collection of data is to connect personnel with company clients to start a new employment

# How long do we safe this information

We keep the data usually six months, in case of a legitimate interest or if we have closed a contract with you for three years. We may keep the data infinite if we have the explicit consent which can be repealed any time. Should you have started with a new employment thanks to our services we are obliged to keep the information for 20 years due to fulfill our commitments towards our company clients. In case of fraudulent behavior of candidates we may keep this information infinite for a later identification or to be used in court cases.

#### **Transmission of information**

We may share the information with following parties:

- · With our company clients if we have your consent
- With national authorities of the Republic of Bulgaria

## **Contact**

You can reach us using the contact details as described in our imprint. The person responsible for data protection can be reached directly by using the following mail: dataprotection@balkaninvest.eu

# Legal aid instruction

You are entitled by law to ask for information, correction, deletion, restriction, transfer and opposition concerning your data. Please contact us to do so. If you think that we are processing your data unlawfully you are free to contact the national authorities and to file a complaint