Information about the data processing and data protection for applicants

Dear applicant,

the protection of your personal data is very important to us. In the context of the EU General Data Protection Regulation (GDPR) we would like to inform you about our data processing.

We collect and process the personal data of applicants for the purpose of processing the application procedure. The processing itself occurs mainly by electronic means, especially if applicants submit their corresponding application documents electronically to us, for example by e-mail or via the applicant’s management system. Paper-based applications are transmitted to this system as well – you will receive your documents back at the acknowledgement of receipt or promptly after the electronic recording.

Recipients of the personal data, contained in the application document, are the responsible agents of the Human Resources Department, the managers of the relevant position, as well as other authorized staff that is in some way involved with the work offered in this position and and those acting as staff representatives (staff council, Equal Opportunities Officer and, where appropriate, the representative body for disabled employees).

Concluding an employment contract with applicants, the transmitted data is stored for the purpose of establishing and processing the employment relationship in compliance with statutory provisions. You will receive further information during the contract initiation process.

In case there is no conclusion of contract with the applicant, the application documents will be either deleted or returned within six months after the notification of rejection, provided that this action does not conflict with the legal obligations of the person responsible.

It may be that your application could be interesting for future vacancies. In this case, we will inform you in the rejection letter that we can store your documents for up to two years after receipt, if you give us your consent (letter or e-mail) within the storage period. Within this time frame, a consideration for further suitable positions is possible.

The German version of this information sheet is authoritative.
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| **Person in charge**  
Art. 4 No.7 GDPR | The University Hospital Tübingen, public-law Institution, represented by the board of directors of the hospital, Geissweg 3, 72076 Tübingen  
Telephone: 07071 29-0, e-mail: vorstand@med.uni-tuebingen.de |
| **Data protection officer, contact details** | The University Hospital Tübingen, data protection officer  
Geissweg 3, 72076 Tübingen  
Telephone: 07071 29-87667, e-mail: dsb@med.uni-tuebingen.de |
| **Legal basis** | - Art. 6 Abs. 1 lit.b GDPR in conjunction with § 14 Abs.1 Satz 1 LDSG-new (Data processing of your application process)  
- § 14 LDSG-new Abs.1 Satz 2 in conjunction with Art. 88 GDPR for exercising rights or fulfilling legal obligations of labour law |
| **Your rights** | - Providing information about your personal data (Art. 15 GDPR)  
- Correction of your data (Art. 16 GDPR)  
- Deletion of your data (Art. 17 GDPR), provided that the deletion does not conflict with legal obligations  
- Limitation of processing in cases of Art. 18 GDPR  
- Right of data transmission under Art. 20 GDPR  
- Complaints regarding data protection at the responsible supervisory authorities  
- You are not obligated to provide your personal data; however, this ensues that you cannot be considered in the application process |

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