

PRIVACY POLICY OF CANDIDATES FOR VACANCIES IN "EGLĖS SANATORIJA" AB

"Eglės sanatorija" AB (hereinafter – Medical SPA or We) is taking care to protect Your privacy. We adhere to the Regulation (EU) 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (hereinafter – GDPR) and other legislation that protects Your information.

This privacy policy will provide information regarding how we collect, use, and store the information about You when apply and are a candidate for vacancies in the Medical SPA. If you have any questions or any section of this privacy policy is not clear, reach us out via this contact info:

"Eglės sanatorija" AB

Company registration number: 152038626

Address: Eglės g. 1, Druskininkai

Tel.: +370 313 60221

E-mail: office@sanatorija.lt

<https://sanatorija.lt/>

Data protection officer appointed by the Medical SPA

Tomas Revuckas

IT specialist

Address: Eglės g. 1, Druskininkai

Tel.: +370 694 87 785

E-mail: dap@sanatorija.lt

Data protection officer shall provide information about the processing of personal data in the Medical SPA.

Who processes Your data?

Your decision to participate in a tender for a vacancy is voluntary. Therefore, if you express such a wish and submit your curriculum vitae (CV) or another document, we will deem it as Your consent to the processing of Your personal data under the provisions of this privacy policy. We inform you that further on Your data will be collected and processed by *Data controller* "Eglės sanatorija" AB (registration number of a legal person 152038626, address Eglės g. 1, Druskininkai, tel. (8 313) 2, e-mail address office@sanatorija.lt) in adherence to the provisions of GDPR and in exercise of the obligations prescribed in the law.

Which, for what purpose, and on which legal grounds Your personal data is processed?

We inform you that upon your expressing of intention to participate in selection for a vacancy organised by the Medical SPA (that is, on the grounds of Your consent (GDPR (6)(1)(a))), The Medical SPA will process the following personal data about you for the purposes of personnel selection: name, surname, contact info (e-mail address and telephone number), date of birth, place of residence, education, competences, work experience, full name and contact info of a person who has done a referral, other data submitted by a candidate themselves.

For the purposes of internal administration, the Medical SPA will process the following personal data submitted by You: name, surname, contact info (e-mail address and telephone number), date of birth, place of residence, education, competences, work experience, full name and contact info of a person who has done a referral. If you wish so, you may submit any other information about yourself, and we undertake to process it in accordance with the requirements of legal acts.

In cases when the employee selection is carried out by employing a personnel selection agency or with the help of the Lithuanian Public Employment Service, we shall acquire Your data therefrom. No information about You is collected from other sources.

For how long do we store Your data?

Your data that shall be submitted for the purposes of personnel selection and internal administration will be stored for one year from the submission thereof.

To whom may we transfer Your data?

In implementation of the duties prescribed in the law, we will transfer Your personal data to The State Social Insurance Fund Board under the Ministry of Social Security and Labour, Migration Department under the Ministry of the Interior of the Republic of Lithuania, courts, and other persons who shall be entitled to acquire personal data from the Medical SPA according to the law.

We may provide access to Your personal data to employees of the Medical SPA that are responsible for the management of personnel documents, the providers of IT, server, archiving, and legal services, the managers of the branch or division to which You are applying, but obligating these employees to ensure data confidentiality and proper protection.

Do we transfer information about You beyond the boundaries of the European Economic Area?

The information about You is not transferred beyond the boundaries of the European Economic Area.

What rights do You have?

We inform that You, as a data subject, under the legal acts of data protection and if You were to submit a written *request*, may exercise these rights of a data subject:

1. The right to access the information about data processing;
2. The right to access the data;
3. The right to rectification or having incomplete data completed;
4. The right to erasure (“right to be forgotten”) or to suspend the processing activities (except storing);
5. The right to limit the processing;
6. The right to data portability;
7. The right to object the data processing;
8. The right to lodge a complaint with the State Data Protection Inspectorate.

You can find more information regarding the exercise of Your rights on Procedures for the Exercise of the Rights of the Data Subjects.

If You have any questions, please contact-

The data protection officer appointed by the Medical SPA, whose contact info has been given.

To access the relevant information about the processing of Your personal data, please regularly read this privacy policy.