

**Information about the collection of personal data as per Art. 13 of Regulation (EU)
2016/679 of 27 April 2016**

- General Data Protection Regulation (GDPR) -

Otto von Guericke University Magdeburg processes personal data in connection with job vacancies.

In this data protection notice Otto von Guericke University provides information in accordance with Art. 13 GDPR about the processing of your personal data.

1. Name and contact details of the controller responsible for personal data processing (Art. 4 (7) GDPR):

Otto von Guericke University Magdeburg
Universitätsplatz 2, 39106 Magdeburg, Germany
represented by the President, Prof. Jens Strackeljan
Telephone: +49 (0)391 6701
Email: rektor@ovgu.de

for

Department 2 – Human Resources
Universitätsplatz 2, 39106 Magdeburg, Germany
represented by the head of department, Angela Matthies

2. Name and contact details of the data protection officer (Art. 37, 39 GDPR)

Rita Freudenberg
Universitätsplatz 2
39106 Magdeburg
Germany
Telephone: +49 (0)391 675 2499
Email: datenschutz@ovgu.de
Website:
www.ovgu.de/Universitaet/Organisation/Beauftragte/Datenschutzbeauftragte.html

3. Purpose and legal basis for the processing of personal data:

a) Purpose of the processing of personal data:

Initiating and conducting a recruitment process/filling a vacancy

The provision of personal data is a requirement to ensure that the selection process that is conducted is legitimate. If relevant personal data is missing from the application documents, this can result in not being considered for the vacant post. With reference to the legal requirements listed below, the selection decision is based on aptitude, qualifications, and professional achievements. Work email addresses may be managed in mailing lists to facilitate communication for official purposes.

b) Legal basis of the processing of personal data:

- Art. 6 (1) (a), (c) in conjunction with Art. 6 (3) GDPR
- Art. 33 (2) and (5) of the Basic Law for the Federal Republic of Germany (GG)
- Section 5 (2) (61) of the Staff Representation Law of the State of Saxony-Anhalt (PersVG LSA)
- General Act on Equal Treatment (AGG)

4. Length of storage of personal data:

The candidate's information will be deleted as soon as the purpose for collecting the data has been completed and there is no further obligation to retain data. The application documents are retained for a maximum of six months so that the University can potentially refute any allegations of discrimination based on the application documents received.

5. Rights of the data subject:

- a) Right of access by the data subject (Art. 15 GDPR)
- b) Right to rectification (Art. 16 GDPR)
- c) Right to erasure (Art. 17 GDPR)
- d) Right to restriction of processing (Art. 18 GDPR)
- e) Right to data portability (Art. 20 GDPR)
- f) Right to object (Art. 21 GDPR)
- g) Right to lodge a complaint with a supervisory authority (Art. 77 GDPR)