

Data protection information for applicants

Data protection information in accordance with Art. 19 Federal Data Protection Act (FADP) of 25th September 2020.

The collection of data is subject to Swiss data protection law, in particular in accordance with the Federal Act on Data Protection (FADP) and any applicable foreign data protection law such as the General Data Protection Regulation (GDPR) of the European Union (EU). The EU recognises that Swiss data protection law ensures adequate data protection.

We may amend our data protection information at any time by publishing it on this website.

Purpose of processing

We process your personal data for the selection of employees.

This involves the following categories of data:

- Contact data (name, address, telephone number and e-mail address).
- Identification data (passport, residence permit, signature)
- School education, work experience and other information from the curriculum vitae
- Information on the desired employment relationship
- Other data that you voluntarily provide to us in the course of the application process.

The processing of the data is necessary for the selection of personnel. Your data will be deleted immediately after rejection.

If it is also necessary to process particularly sensitive personal data in accordance with Art. 5 DSG (e.g. religious or ideological views, health data), we will obtain your consent in accordance with Art. 6 DSG.

Categories of recipients

Personal data may be disclosed to the following categories of recipients:

- IT service providers who have access to our computer system.

All recipients have been carefully selected and, where necessary, contractually mandated in accordance with Art. 9 DPA. They are bound by our instructions, have suitable technical and organisational measures in place and are regularly checked.

In addition, disclosure may take place in the event of official enquiries or legal proceedings if this is necessary.

Disclosure of personal data abroad

Your data will not be disclosed abroad for the application process.

Storage period

Your data will be stored for at least as long as is necessary to achieve the aforementioned purposes and for as long as we are legally or contractually obliged to store it.

Your rights

You have the right to request information about the processing of your personal data free of charge at any time. Further rights such as the right to data deletion, data correction, restriction of data processing and the right to data transfer exist within the legally prescribed framework.

You also have the right to lodge a complaint with a competent supervisory authority. The competent supervisory authority for data protection in Switzerland is the Federal Data Protection and Information Commissioner (FDPIC).

Exercise of rights

To exercise your rights, please contact us by e-mail or postal service. We will respond to you in a timely manner.

Notes:

This data protection statement may change at any time due to newly enacted provisions of the Federal Council as well as recommendations of the FDPIC. It is therefore advisable that you check this statement occasionally for updates.