

Data Protection Statement for the Job Application Processes

When application documents are submitted to us, whether in response to a specific job posting or as a spontaneous application, the application materials received will be processed exclusively for the purpose of conducting the application process.

Application documents received by us will only be disclosed to individuals involved in the application process, namely management, HR personnel, and immediate supervisors.

In the event of a successful hiring, the application documents will be transferred to the personnel file. If no employment occurs, the physically submitted application documents will be returned or the electronically transmitted application documents will be deleted within 30 days after the conclusion of the application process.

Applicants can withdraw their application at any time and request the deletion of their data held by us.

This data protection statement applies exclusively to data processing in connection with incoming job applications.

The responsible person is:

Celine Graf
St. Gallerstrasse 19, 8353 Elgg
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Elgg, 1. September 2023