

# Privacy notice

Recruitment  
process



When providing your personal data in order to participate in the recruitment process, we inform you that:

1. Your data controller is Elastic Email sp. z o.o. Our address: Koński Kierat 13, 70-563 Szczecin, NIP 8513244071 REGON 385006228.
2. You can contact our Data Protection Officer via email address: [dpo@elasticemail.com](mailto:dpo@elasticemail.com)
3. Your personal data shall be processed in order to contact and invite you, carry out and decide on the recruitment process conducted for the position you apply for or for the position that we propose to you if you apply for Elastic Email but not for a specific position - based on art. 6 section 1 point b) of the GDPR i.e. taking the necessary actions at the request of data subject before concluding the contract, in the scope of data indicated in article 221 § 1 of the Labor Code with regard to article 88 of the GDPR and article 6 section 1 point c) of the GDPR and for the data go beyond this catalog on the basis of your consent declared by yourself (article 6 section 1 point a) of the GDPR).  
If you want to take part in the future recruitment processes, we will process your data on the basis of your consent declared by yourself (article 6 section 1 point a) of the GDPR.
4. We shall process your personal data in order to contact and invite you, carry out and decide on the recruitment process, no longer than it is necessary for protection against claims and only as long as such claims may be made against the employer, for 12 months. During that time we may also contact you and ask you to participate in other future recruitment processes.
5. You have the right to access the content of your data and rectify, remove and limit the processing, and the right to transfer the data.
6. Within the scope of which your data shall be processed based on the consent you declared, you have the right to withdraw the consent at any moment with no impact on compliance with the processing law which was done based on your agreement before the withdrawal.

7. You have the right to file a complaint to a supervisory body should you find the processing of your personal data infringes on law regulations.

8 Your data is given voluntarily, however, in the scope necessary to participate in the recruitment process.

9. Your data shall not be processed in an automatic way.

10. Your personal data may be transferred to processors as an order, i.e. partners providing technical services (development and maintenance of IT systems and Internet services).

11. Your data may be processed on servers located outside of the country of your residence.

12. Your personal data may be transferred outside the European Economic Area to a third party country, i.e. Elastic Email Inc. in Canada, to subjects fulfilling a required protection level based on chapter V of the GDPR, article 46.

13. In an event of sending data from the EU area to other countries, data processors comply with the laws and regulations that ensure an analogical level of security to that of the European Union's regulations.