

Privacy policy of Oetker Collection KG

for the processing of personal data of applicants

Bielefeld, September 2025

We are delighted that you have applied to us and are interested in working for our company. Below, we explain how we process your personal data in connection with your application and provide you with further information relevant in this context. In particular, we inform you about your rights as a data subject.

1. Who is responsible for processing your personal data?

Oetker Collection KG, Gehrenberg 2, 33602 Bielefeld/Germany, email: contact@oetker-collection.com (hereinafter referred to as "we") is the controller within the meaning of the General Data Protection Regulation ("GDPR"). The respective contact person can be found in the individual job advertisement.

2. Data protection officer

If you have any questions regarding the processing of your personal data and the exercise of your rights under the GDPR, please contact our data protection officer.

Data Protection Officer
Raffael Menke
Alter Orler Weg 2a
65232 Taunusstein
Germany
Email: datenschutz@kanzleimenke.de

3. For what purposes and on what legal basis do we process personal data?

We process your personal data for the purpose of your application for employment at our company or companies affiliated with us, insofar as this is necessary for to decide whether to enter into an employment relationship with you.

The legal basis for our data processing is Art. 6 para. 1 sentence 1b GDPR and § 26 para. 1 Federal Data Protection Act (BDSG) . The legal basis for processing special

categories of your personal data (information on ethnic origin, severe disability, religious beliefs or health data) is § 26 para. 3 BDSG.

If an employment relationship is established between you and us, we may, in accordance with Section 26 para.1 BDSG, further process the personal data already received from you for the purposes of the employment relationship if this is necessary for the performance or termination of the employment relationship or for the exercise or fulfilment of the rights and obligations of the employee representation arising from a law or a collective agreement, a work or service agreement (collective agreement). In this case, our data protection declaration for employees applies.

4. What categories of personal data do we process?

We process data related to your application. This may include general information about you (such as your name, address and contact details), information about your professional qualifications and education, information about your professional development or work experience, or other information that you provide to us in connection with your application (such as your CV, cover letter, references and certificates). In addition, we may process professionally related information that you have made publicly available, such as a profile on professional social media networks.

5. From which sources do we obtain personal data if we do not collect it from you?

Your personal data is collected exclusively through direct collection from you or from publicly accessible data sources such as publicly accessible social networks or websites.

6. What categories of recipients receive the data?

We may transfer your personal data to companies affiliated with us to the extent permitted by the purposes and legal bases set out in section 3. Otherwise, personal data is processed on our behalf by our service providers (e.g. IT service providers, service providers in the field of human resources management) on the basis of contracts in accordance with Art. 28 GDPR.

7. Is the transfer to a third country intended?

A transfer to a third country is not intended.

8. How long will your data be stored?

We store your personal data for as long as it is necessary to decide on your application. If no employment relationship is established between you and us, we may store your personal data for as long as it is necessary to defend ourselves against possible legal claims. In this case, the data will be stored for up to six months after the application process has been completed, unless longer storage is necessary due to legal disputes. If future changes in legal requirements necessitate a change in the retention period, this will be adjusted without prior notice.

9. What are your rights?

As an applicant, you have the following data subject rights, depending on the individual situation and the legal requirements, which you can exercise at any time by contacting us or our data protection officer using the details provided in sections 1 and 2:

a. Information (Art. 15 GDPR)

You have the right to obtain information about your personal data processed by us and/or to request copies of this data. This includes information about the purpose of use, the categories of data processed, the recipients and authorised persons with access to the data and, if possible, the planned duration of data storage or, if this is not possible, the criteria for determining this duration.

b. Data portability (Art. 20 GDPR)

You have the right to receive the personal data concerning you that you have provided to us in a structured, commonly used and machine-readable format and to transmit this data to another controller without hindrance from us, if the processing is based on your consent or on a contract concluded with you and the processing is carried out by automated means.

c. Rectification (Art. 16 GDPR)

Please note that you are responsible for the accuracy of your data. In addition, you have the right to request that we correct any inaccurate personal data concerning you without undue delay. Taking into account the purposes of the processing, you have the right to request the completion of incomplete personal data, including by means of a supplementary statement.

d. Right to object (Art. 21 GDPR)

If the processing of personal data concerning you is based on Art. 6 para. 1 sentence 1 lit. f GDPR, you have the right to object to the processing of this data at any time for reasons arising from your particular situation. We will then

no longer process this personal data unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms, or the processing serves to assert, exercise or defend legal claims.

e. Right of withdrawal (Art. 7 para. 3 GDPR)

If the processing is based on consent, you have the right to withdraw your consent at any time without affecting the lawfulness of the processing based on the consent given until withdrawal. To do so, you can contact us or our data protection officer at any time at the above address.

f. Right to erasure (Art. 17 GDPR)

You have the right to request that we delete personal data concerning you without delay, and we are obliged to delete personal data without delay if one of the following reasons applies:

- The personal data is no longer necessary for the purposes for which it was collected or otherwise processed.
- You object to the processing pursuant to Art. 21 GDPR and there are no overriding legitimate grounds for the processing.
- The personal data has been processed unlawfully.
- The erasure of the personal data is necessary for compliance with a legal obligation to which we are subject under Union law or the law of the Member States.

This does not apply if processing is necessary:

- for compliance with a legal obligation which requires processing
- required by Union law or the law of the Member States to which we are subject;
- for the establishment, exercise or defence of legal claims.

g. Right to restriction of processing (Art. 18 GDPR)

You have the right to request that we restrict the processing of your personal data if one of the following conditions is met:

- The accuracy of your personal data is contested
- and for a period enabling us to verify the accuracy of the personal data.
- The processing is unlawful and you request the erasure of the personal data and instead request the restriction of the use of the personal data.

- We no longer need the personal data for the purposes of processing, but you require it for the assertion, exercise or defence of legal claims or
- you have objected to the processing pursuant to Art. 21 GDPR, as long as it is not yet clear whether our legitimate reasons outweigh yours.

If processing has been restricted, this personal data – apart from its storage – may only be processed with your consent or for the assertion, exercise or defence of legal claims or for the protection of the rights of another natural or legal person on grounds of an important public interest of the Union or of a Member State.

If you have obtained a restriction on processing, we will inform you before the restriction is lifted.

h. Right to lodge a complaint (Art. 77 para. 1 GDPR)

You have the right to lodge a complaint with a supervisory authority, in particular in the Member State of your habitual residence, place of work or place of the alleged infringement, if you consider that the processing of personal data relating to you infringes the GDPR, without prejudice to any other administrative or judicial remedy.

Our competent supervisory authority is:

The State Commissioner for Data Protection and Freedom of Information of NRW

Kavalleriestr. 2-4
40213 Düsseldorf
Germany
Phone: +49 211 38424-0
Email: poststelle@ldi.nrw.de

10. Necessity of providing personal data

The provision of personal data is neither required by law nor contractually required, nor are you obliged to provide your personal data. However, the provision of personal data is necessary for the conclusion of a contract for an employment relationship with us. This means that if you do not provide us with personal data when applying for a job, we will not enter into an employment relationship with you.