

PRIVACY NOTICE

FOR RECRUITMENT OF JOB APPLICANTS ORGANIZED BY BULSTRAD

Hereby, ZEAD BULSTRAD VIENNA INSURANCE GROUP (Bulstrad, we) provides information regarding your personal data which may be processed during employee recruitment organized by Bulstrad.

KINDS OF PERSONAL DATA PROCESSED BY US

Bulstrad commonly processes the following personal data during the recruitment of job applicants:

- Name: given, middle and last name;
- Personal Identification Number (PIN), Personal number of foreigner, date of birth;
- Contact data: email, address, telephone number, etc.
- Education: educational degree and/or professional qualifications;
- Professional experience: professional and work experience, skills;
- Other data provided by you in your application.

PURPOSES OF USING YOUR PERSONAL DATA

The personal data provided by you will be used for the following purposes:

- recruitment purposes;
- prospective conclusion of employment agreement, in case your application is successful.

The data provided with the job application for the respective position shall be processed only for the specific position, based on your consent evidenced with the submission of the application. Subject to express consent on your part, the application may also be retained and reviewed for future open positions announced by Bulstrad. You can declare your consent to the processing of your data by Bulstrad for the purposes of future recruitment by attaching with your application documents also a scanned copy of a signed consent form or by signing this consent form during your application interview.

PARTIES WITH WHOM WE MAY SHARE YOUR PERSONAL DATA

Bulstrad respects and protects the confidentiality of your personal data. Only in the case of reasonable grounds and in compliance with the mandatory provisions of the law, Bulstrad may disclose your personal data:

- in the utilization of services for the purposes above and the provision of technical and operational support for our activities and information systems, it is possible that Bulstrad may disclose data to service providers (consultants, experts, valuers, lawyers, etc.);
- in compliance with the relevant Bulgarian and EU legislation, Bulstrad may disclose data to other companies within Vienna Insurance Group, within the EU territory, based on the legitimate interest of Bulstrad to perform recruitment in accordance with the policies of the parent Group of Bulstrad.

PERIOD OF RETENTION OF YOUR PERSONAL DATA WITH US

- Job applications for specific positions are retained in accordance with the legally determined periods, but not longer than 6 months.

After the end of the set retention period, the data are deleted or destroyed.

- Job applications of successful candidates who have signed an employment agreement with Bulstrad will be stored in the respective employment file for employment purposes and according to terms further specified by Bulstrad;
- Where consent has been given for processing of a job application regarding future open positions, the application will be kept until such consent is withdrawn, but not longer than 12 months from the documents' submission and the express consent.

YOUR RIGHTS RELATED TO YOUR PERSONAL DATA

In accordance with the Bulgarian legislation, you have the following rights regarding your personal data processed by Bulstrad:

1. To access your personal data and receive a copy of them;
2. In case of incompleteness or inaccuracy of the data, your personal data can be rectified;
3. To request the erasure of your personal data, in case the preconditions for this are met. Such cases are: if the purpose of the data collection has been fulfilled; if you have withdrawn your consent, where the processing of data is based on consent and there is no other legal reason for the processing; in case your data are processed unlawfully, etc.
4. In the cases stipulated by the law, to request restriction of the processing of your personal data;
5. In the cases stipulated by the law, you have the right to object to the processing of your personal data;
6. To exercise your right to data portability and to request to receive your data in a structured, commonly used and machine-readable format;
7. To withdraw the consent given by you, when the processing of your personal data is based on consent.

You can find detailed information on the conditions and procedure for exercising your rights in Bulstrad's Rules for Exercising the Rights of Data Subjects, on our website (www.bulstrad.bg), as well as in each of our offices in the country.

You also have the right to lodge a complaint before the Commission for Personal Data Protection, if the appropriate preconditions for this are met.

CONTACT INFORMATION

You may contact us at the following addresses: Bulgaria, 1000 Sofia, 5 Positano Sq., email: public@bulstrad.bg

You may contact our Data Protection Officer by phone at 02/9856624 or via email: dpo-bulstrad@bulstrad.bg.

Date:

Full name and signature of the job applicant:

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