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INFORMATION ON THE PROCESSING OF PERSONAL DATA ASSOCIATED WITH FILLING OUT THE JOB APPLICATION WITH US

This information statement supplements the browsing of the website with the purpose of illustrating how the Data Controller will process the data provided in the form: therefore, we invite you to read the browsing information statement <https://mafin.it/en/privacy-2/>

Identity and contact details of the Data Processor

Mafin S.r.l., hereinafter “Mafin” or “Data Controller”, with head office located in Via Str. degli Alberi, 7, 35015 Galliera Veneta (PD), reachable at the e-mail privacy@mafin.it, certified email mafinsrl@pec.mafin.it or at the telephone number +39.049.9981900.

Purposes and legal basis

- A. Job application management:** personal data is processed for the entire time necessary in relation to conducting verifications on the relevant profiles.
- B. Defensive purposes:** the Data Controller may need to process personal data to deal with complaints and litigations whether judicial or out-of-court.

Purpose	Legal basis (common data)	Legal basis (special data)
A.	Execution of pre-contractual measures	Fulfil labour law obligations.
B.	Legitimate interest of the Data Controller to ascertain, exercise or defend a right.	Ascertain, exercise or defend a right.

Retention period

Purpose	Retention time
A.	24 months after the date of collection.
B.	10 years from the final settlement of disputes.

Nature of the provision of data and consequences for failing to provide the data

Purpose	Nature	Consequences
A.	Required	Inability for the data subject to submit a job application and inability for the Data Controller to manage the recruitment process.
B.	Required	Inability to deal with a dispute.

Scope of communication

The data is processed by internal staff authorised with specific roles and is disclosed to third parties based on the following roles

Purpose	Categories of external recipients
A.	Third parties possibly involved in the recruitment process; professionals or service companies that operate on behalf of the company; occupational doctor, job agencies.
B.	Law firms; debt collection companies or factoring companies; legal authorities.

Since the data is processed even using computerised systems, it could also be visible to persons who provide assistance and maintenance to said systems.

Transfer of data to a third Country or to an international organisation

The Data Controller does not transfer personal data outside the European Economic Area (EEA).

Rights of the Data Subject

The Data Subject can exercise the following rights:

Access: the right to know whether their personal data is being processed and if so, the right to obtain access to said data and request a copy.

Rectification: the right to request the updating of their personal data, their correction (if inaccurate) and supplementation if incomplete.



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Erase: the right to erase personal data provided certain conditions are met (for more information contact the Data Controller).

Limitation: the right to request for the data to be marked in such a manner as to limit a future processing, provided certain conditions are met (for more information contact the Data Controller).

Objection: the right to object to the processing of personal data due to reasons associated with a special situation where the processing is based on a legitimate interest or if it is necessary to fulfil a duty of public interest or associated with public duties with which the Data Controller is vested.

Portability: the right to receive the personal data provided by the Data Controller in a structured format and request for it to be transferred to another data controller if the processing is based on a consent or contract and is performed with automated means.

Withdrawal of consent: the right to withdraw consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal.

The rights that can be practically exercised with respect to the processing activities performed, are the following:

Purpose	Exercisable right						
	Access	Rectification	Erase	Limitation	Objection	Portability	Withdrawal of consent
A.	X	X	X	X			
B.	X	X	X	X	X		

To exercise the above rights, you can use the form available at the link <https://www.garanteprivacy.it/web/guest/home/docweb/-/docweb-display/docweb/1089924> and forward it to the following email address: privacy@mafin.it. The Data Subject may also request further details regarding the above information (e.g. legitimate interest assessment or a list of data processors).

A complaint may also be lodged to Control Authorities: for Italy, the Data Protection Authority (www.garanteprivacy.it).

DECLARATIONS:

- ☒ I have read and understood the information on personal data processing, by checking on the respective box in the website.