



Candidate Data Privacy Consent Statement

This privacy notice describes how Miratech, Inc. and its affiliates. ("Miratech", "we", "our" or "us") may process your personal data in connection with your use of our application management system and talent pool.

You must fill in requested information to apply for a job offered by Miratech via [Miratech Careers](http://MiratechCareers) webpage. By submitting your information, you will be able to make your profile visible to:

- any Miratech recruiter worldwide,
- any recruiter managing the jobs you apply to, or
- only to Miratech recruiters in your country of residence.

You may also choose to create a job alert to receive new job posting notifications from the service SmartRecruiters which Miratech is utilizing.

We may modify this privacy notice from time to time and you will be notified about material changes.

1. RESPONSIBLE PARTY FOR PROCESSING

When you apply for a job at Miratech, Miratech company that posted the vacant position is responsible for the data processing relating to this job application. You can find more details in the job listing.

If you have submitted an application for multiple Miratech companies, they are also responsible as part of each application process. You can check Miratech companies and their geographical locations at www.miratechgroup.com.

2. SERVICE DESCRIPTION

Miratech processes personal data through SmartRecruiters service which Miratech is utilizing for the purpose of selection and recruitment at Miratech.

You may enter your data in the candidate profile created. The application data is treated confidentially and strictly in accordance with this privacy notice and the statutory provisions.

If a recruitment agency submits a job application on behalf of a candidate through this application management system, the recruitment agency represents to Miratech that it is entitled to share the personal data of the respective candidate with Miratech, provided this privacy notice and the local privacy notice (if applicable) to the candidate and, where legally required, received the respective consent from the candidate.

3. SELF-SERVICE

You can edit or erase your job application or profile at any time on your own, provided your job application or profile has not been erased in accordance with Section 10 herein. Once you have created your profile, you can access it via system.

4. DEFINITION OF PERSONAL DATA

Personal data is any information relating to an identifiable individual (e. g. a name, an address, a telephone number, date of birth or an email address).

We collect personal data either directly from candidates who apply for our open vacancies and/or become a member of one of our talent pools, or indirectly through the recruitment agency which submits the application on behalf of the relevant candidate.

5. PERSONAL DATA RELATING TO YOUR ACCOUNT REGISTRATION

You must create an account if you want to apply for a position offered by Miratech. This personal data required to create your account is processed and controlled by Miratech. This



personal data will be solely used for account management and communications purposes if you have registered to receive such communications.

6. PERSONAL DATA RELATING TO YOUR JOB APPLICATION

The information marked with an asterisk is required for us to consider your application for a job vacancy you have applied for. You can decide whether to enter other personal data using the optional fields to better match your application data with the respective job vacancy.

We may obtain and process personal data when you submit your job application, including:

- your name and contact details (e.g. first name and last name, email address, phone number, place of residence),
- your CV data (e.g. qualifications, social media details, experience, information relating to your employment history, skills and experience),
- your correspondence details if you contact us,
- traffic data (such as your internet usage),
- information on your use of the application management system.

7. PERSONAL DATA RELATING TO OUR HIRING DECISION

Miratech may also collect other records, such as results of various online assessments, results of written/oral custom tests delivered in person or remotely, and documents from selected candidates to demonstrate the claimed information, experience and skills, such as (but not limited to) a copy of passport or identity card and proof of academic qualifications and work experience.

8. LEGAL BASIS FOR PROCESSING YOUR PERSONAL DATA

We process your personal data based on your consent provided directly when you are submitting your application or indirectly through the recruitment agency which submits the application on your behalf.

The processing of your application data is necessary for the execution of precontractual measures and to decide on the conclusion of an employment contract.

We also rely on legitimate interest as the lawful basis on which we collect and use your personal data. Our legitimate interest is the recruitment of staff for our business purposes.

9. RECIPIENTS AND PURPOSES OF PROCESSING

Only the people involved in the application process (e.g. line managers, employees involved in the hiring process and talent acquisition teams) have access to your personal data for the purposes mentioned above within the Miratech company or companies to which you have applied.

We may use information held about you in the following ways to:

- consider your application in respect of a role for which you have applied,
- consider your application in respect of other roles,
- communicate with you in respect of the recruitment process,
- assess your skills, qualifications and background for a particular role, and
- help us to improve our application management system.

In case Miratech outsources services to third parties, such as, but not limited to, selection providers or test administrators, your personal data may be shared with them to organize the procedure.

10. ERASURE AND STORAGE OF DATA

The application process can be discontinued by us or you at any time.

Miratech will keep your personal data for the entire duration of the recruiting process and, thereafter, for a maximum period of two years from the date of receipt. Alternatively, you can visit the [job.smartrecruiters.com](https://www.job.smartrecruiters.com) website and delete your profile or application or submit an erasure request to dataprotection@miratechgroup.com. Any personal data in the



application management system will be erased without undue delay in accordance with this notice.

Personal data that must be retained by us for legal reasons will be processed in accordance with the applicable data protection regulations.

11. COOKIES

Information on the cookies used by Miratech, Inc. on the website www.miratechgroup.com and their functions are directly provided [here](#).

12. INFORMATION SECURITY

We use a variety of technical and organizational security measures, including encryption, to maintain the security of your personal data.

Your personal data is transmitted over a secure connection with state-of-the-art encryption methods and contained behind secured networks and is only accessible by a limited number of people who have special access rights to these systems.

We limit access to your personal data to those who have a genuine business need to know it. Those processing your information will do so only in an authorized manner and are subject to a duty of confidentiality.

13. INTERNATIONAL DATA TRANSFERS

The personal data we collect or process through Miratech's service providers in the context of the application management system can be stored in the following data center location(s): Austria, Belgium, Denmark, Finland, Germany, France, Greece, Ireland, Italy, Netherlands, Norway, Poland, Spain, Sweden, Switzerland, and United States.

We do not sell, rent or trade your personal data.

14. YOUR RIGHTS

To the extent required by applicable data protection regulations and subject to legal limitations, you have the right to:

- have access to your personal data,
- have inaccurate data corrected or removed,
- the erasure of your personal data,
- restrict the processing of your personal data,
- receive your personal data in a machine-readable format. You may also ask the data controller to directly transfer such data to another controller,
- object to the processing of your personal data on particular grounds relating to your situation,
- lodge a complaint with a competent data protection authority, and
- withdraw your consent for processing of your personal data at any time, however without affecting the lawfulness of processing based on your consent before its withdrawal.

If you would like to exercise your rights, please:

- acknowledge below and proceed to use the self-service functions; or
- contact us at dataprotection@miratechgroup.com and:
 - let us have enough information to identify you,
 - let us have proof of your identity and address, and
 - let us know the information to which your request relates.

15. FEEDBACK

If you wish to provide feedback or if you have questions or concerns or wish to exercise your rights related to your personal data, please contact us at dataprotection@miratechgroup.com.