



DATA PROTECTION NOTICE FOR APPLICANTS

The purpose of this Privacy Policy is to provide information on the data processing related to the application procedure to the persons (**Applicant**) applying for the positions advertised by Oppenheim Law Firm in accordance with the provisions of the General Data Protection Regulation (**GDPR**) and Act CXII of 2011 on the Right to Informational Self-Determination and Freedom of Information (**Infotv.**).

1. DATA CONTROLLER

Name: Oppenheim Ügyvédi Iroda

Registered office.

E-mail address: karrier@oppenheimlegal.com

Phone number: +36 1 486 2200

Website: www.oppenheimlegal.com

hereinafter referred to as: **Oppenheim** or **Data Controller**

2. THE PURPOSE AND LEGAL BASIS OF DATA PROCESSING, RETENTION PERIOD

The processing carried out by the Data Controller is set out in the table below

PURPOSE OF DATA PROCESSING	DATA CONCERNED	LEGAL BASIS	RETENTION PERIOD
To select the Applicant(s) deemed most suitable by the Data Controller to fill the vacancies advertised by the Data Controller.	<ul style="list-style-type: none"> Name and contact details of the applicant; CV uploaded by the applicant (previous work experience, education, language skills, etc.) 	Article 6(1)(b) GDPR - creation of an employment contract	<p><i>In case of a successful application:</i> until the signing of the employment contract.</p> <p><i>In case of unsuccessful application:</i> 2 months after the end of the selection process for the advertised post.</p>
Conduct selection (interviews, competency tests, etc.).	<ul style="list-style-type: none"> Interview materials, competency tests to assess professional knowledge 	Article 6(1)(b) GDPR - creation of an employment contract	Until the employment contract is signed.

PURPOSE OF DATA PROCESSING	DATA CONCERNED	LEGAL BASIS	RETENTION PERIOD
Contacting the Candidate in the event of a vacancy.	<ul style="list-style-type: none"> - Name and contact details of the applicant; - CV uploaded by the applicant (previous work experience, education, language skills, etc.) 	<p>Article 6(1)(a) GDPR - consent</p> <p><i>Consent can be withdrawn at any time (see below). However, the withdrawal of consent does not affect the lawfulness of processing based on consent prior to its withdrawal.</i></p>	Until the consent is withdrawn, but for a maximum of 1 year.

3. ADDRESSEES

Access to the personal data of the Applicant shall be granted to the members of the Data Controller involved in the recruitment process. Other than its data processors, the Controller shall not transfer the personal data of the Applicant to third parties.

4. DATA TRANSFER

- The data processor(s) used by the Data Controller:
ReComp Informatika Zrt. (system administrator).
- The Controller will not transfer the Applicant's personal data to third countries.

5. RIGHTS CONCERNED

LAW	CONTENT OF THE RIGHT
Access to data	If requested, we will inform you whether we process any of your personal data. If we do, we will also provide you with additional information relating to the processing of your data.
The right to rectification	If requested, we will correct (rectify) inaccurate personal data and complete incomplete data.
The right to erasure	<p>If one of the following applies, we will delete your personal data upon request:</p> <ul style="list-style-type: none"> - we no longer need your personal data for the purposes for which it was collected; - You have withdrawn your consent; - you have objected to the processing (and there are no other legitimate grounds for the processing); - we have unlawfully processed your data; - we are required by law to delete the data.



LAW	CONTENT OF THE RIGHT
Right to restriction of processing	<p>You have the right to ask us to stop processing your data if:</p> <ul style="list-style-type: none"> - disputes the accuracy of the data; - the processing is unlawful but you do not want us to delete the data; - we no longer need your data, but you do; - You have objected to the processing. <p>In this case, we will no longer process (only store) your data until we have investigated your request.</p>
The right to data portability	<p>At your request, we will provide you with the personal data you have provided to us. You are entitled to transfer this data to another controller.</p>
The right to protest	<p>If you do not want us to process your personal data, you have the right to object to the processing (provided that the processing is based on our legitimate interest). We will then no longer process the data, unless we have legitimate grounds for doing so which override your rights, interests or freedoms, or for the establishment, exercise or defense of legal claims.</p>
Withdrawal of consent	<p>You can withdraw your consent at any time by contacting. Withdrawal of consent does not affect the lawfulness of processing based on consent prior to its withdrawal.</p> <ul style="list-style-type: none"> - E-mail: karrier@oppenheimlegal.com - By post to the following address: 1053 Budapest, Károlyi u. 12.
How to lodge a complaint	<p>You have the right to lodge a complaint with a supervisory authority if you believe that we have not complied with legal requirements in the processing of your data. Contact details of the Hungarian supervisory authority:</p> <p>National Authority for Data Protection and Freedom of Information (NAIH)</p> <p>address: 1363 Budapest, Pf. 9. email address: ugyfelszolgalat@naih.hu phone: +36 1 391 1400 Website: www.naih.hu</p>

