# Data protection statement for applicants

1 **Consent**

By registering with the Swiss Air-Rescue Association Rega, you provide the organisation your personal data on a specific application for the purposes of a job search. Your data are stored and processed on the systems of our software partner Haufe-umantis Ltd.

2 **Data protection and confidentiality**

Data protection is a matter of great importance to us. The Swiss Air-Rescue Association Rega and its software partner Haufe-umantis Ltd. have taken the necessary organisational and technical measures to ensure the confidentiality of your application. All employees of the personnel department, as well as those of our software partner, are subject to non-disclosure obligations regarding personal data through their employment contract relationship. The secure transfer of your data is ensured by an automatically activated 128 bit encryption. General state of the art standards for data security are followed in the course of data processing.

3 **Use of your personal data**

During the application process the usual correspondence data such as postal address, email address and telephone numbers, in addition to title, surname and names, are stored in the applicant database. Additionally, application documents such as motivation letter, resumé, professional, vocational and higher education qualifications and employer references are recorded. These data are stored, evaluated, processed or internally transmitted only in the course of your application. They are accessible only to employees of the personnel department and the persons of the Swiss Air-Rescue Association Rega who are responsible for employee selection. Your data will under no circumstances be disclosed to companies or persons outside the Swiss Air-Rescue Association Rega or used for other purposes. The data may be processed for statistical purposes (e.g., reporting). Thereby, it is not possible to draw conclusions in relation to individual persons.

4 **Your rights**

With an information request you may ask for information about which data concerning you are being processed. Please send your request to the following address: Swiss Air-Rescue Association Rega, Data Protection Officer, P.O. Box 1414, 8058 Zurich-Airport, Switzerland. Our representative in the EU is: VGS Datenschutzpartner UG, Am Kaiserkai 69, 20457 Hamburg, Germany. You have the option at any time of accessing your electronic data, changing it or erasing the data yourself.
5 Storage and erasure of data

If you start working for the Swiss Air-Rescue Association Rega, your personal data, or as applicable an extract thereof, will be made part of your personnel file. If you have applied for a position, but received a negative response, your details will be stored for approximately 3 months after the conclusion of the application process and then erased (profile and application). There will be no notification of the erasure of the data. If you have applied for a position and we cannot at this time offer you a suitable position, we reserve the right to assign your application to a talent pool. In this case you will receive a notification for your information. If you are not in agreement with this or are no longer interested, you have the option at any time of erasing your data yourself (profile and application). If you do not erase your data yourself, this will be deemed as your consent for us to assign your data to the talent pool.

If your application is assigned to a talent pool, the data will be stored for 12 months and then erased.

6 Job alert subscription

Upon subscription to the job alert the following personal data are stored: surname, name and email address. Rega uses these data only to deliver the job alerts you subscribed to. If you no longer wish to receive emails from Rega, you can unsubscribe using the corresponding link in every job alert. To the extent you use other Rega services (e.g., patronage or ordering in the online shop), your data will however remain in the Rega database for the provision of these services and will be used for processing the transactions.