

Information and Consent for the Processing of Personal Data

The Public Limited Company with the name "COSTEAS GEITONAS EDUCATION CENTRES S.A.", (hereinafter referred to as the "Data Controller") hereby informs you that it collects, processes and stores, in electronic and paper form, the personal data contained in the CV and job application that you submit to us, through our website, in accordance with the provisions of the applicable personal data legislation, and in particular with **Regulation 2016/679** of the European Parliament and of the Council (hereinafter referred to as the "General Data Protection Regulation"), and the corresponding Greek implementing law **4624/2019**.

In particular, we are aware of the following:

- **The school will process the personal data collected during the above process in order to evaluate the submitted job application and then proceed to schedule an interview and ultimately recruit you, if you are selected for the position for which you have expressed interest.** If you are considered suitable for the position to be filled, you may be asked to provide us with further information to enable us to enter into an employment contract between you and our school.
- The aforementioned personal data will be accessible only to the employees of the school's personnel department, who will process them, exclusively and only for the fulfilment of the aforementioned purposes, and in no case for their own benefit.

The lawful basis for the above processing is your written consent granted herein, as well as our compliance with our obligations as data controllers under the above provisions.

If you are ultimately not selected for the job in question, the school will keep the above personal data for a period of two years in a physical and/or digital file, in order to be able to contact you in case a job matching your professional profile arises in the future. After the expiry of the above period, we will proceed to the definitive deletion of the above personal data.

Based on the above legal provisions, you can contact our school to exercise your rights as a data subject of the personal data in question, including in particular:

- ✓ The **right of access**, whereby you can be informed about the personal data provided to us and the processing thereof, as well as receive a copy of such personal data.
- ✓ The **right of rectification**, whereby you can request the completion, updating and modification of the above data.
- ✓ The **right to erasure**, whereby you can ask us to delete the personal data we hold in our records
- ✓ The **right to restrict the processing of data**, which you can exercise if you consider that the processing carried out is contrary to the law or your wishes and you do not wish to have the data communicated to us permanently deleted.

In the event that one of the above rights is exercised, the School will take all appropriate measures to satisfy your request in a timely manner, under the terms and conditions set by the provisions of the Personal Data Law, and will inform you in writing of the progress of the request.

Please note that you reserve the right to withdraw your consent at any time, without prejudice to the lawfulness of the processing carried out prior to the withdrawal and based on this consent, nor the processing based on another lawful basis.

Furthermore, you have the right to lodge a complaint with the Personal Data Protection Authority if you consider that the processing of your personal data is contrary to the applicable legislation.

If you have any questions regarding the protection of your personal data or if you wish to exercise your legal rights as a data subject of the above personal data, please contact our School using the following contact details:

- Address: *Kato Viglas, Pallini, 153 51*
- Telephone: *2106030411-418*
- E-MAIL: