

# Privacy Notice for Applicants

At SANI/IKOS Group, we guarantee our commitment to respecting and protecting your privacy, as well as safeguarding your personal data, both online as well as in our premises. Therefore, we will use the personal information you provide us when you apply for a position for the management and assessment of your suitability for the announced job opening as well as for any other position which will match your profile within the Group.

## Personal Data we collect

When you apply for a job opening, we collect and further process personal information which is necessary for the assessment of your suitability for job openings within the Group (e.g. name, surname, contact details, education, working experience etc.). We collect those data when you submit an application by any means (e.g. by sending an email to the Company's email address, using applicant tracking systems, via Company's website), as well as through the documents you enclose with your application (e.g. CV, certifications, certificates etc.). Moreover, during the assessment of your application, we may use further questionnaires or personality tests which reveal information on you, to further evaluate your suitability for job openings within the Group. You may also be asked to provide through the application process or via email the contact details of your previous employers to conduct a reference check.

## How we use your Personal Data

We will use your personal data as a Group for the assessment of your suitability for the position you applied (or expressed interest for), as well as for any other position which may match your profile to cover other internal needs of the Group and to inform you on the recruitment and selection process. When we have your consent, we may use your contact details to inform and update you on any educational seminars, programs, and actions SANI/IKOS Group may proceed to. We will not use your personal data in any other way unless we receive your previous explicit consent.

## Purpose of processing and legal basis

The purpose of collection of applicants' personal data is:

- The evaluation of your suitability for positions within our Group. The legal basis of processing is the legitimate interest of SANI/IKOS Group.
- The retention of your application for future job openings. The legal basis of processing is your prior consent.

- To inform you on educational seminars, programs, surveys and informational campaigns as well as any other company initiatives SANI/IKOS Group might conduct. The legal basis of processing is your prior consent.

## **Personal Data retention time**

We will retain your personal data in our files for a period of 18 months from the date of its submission, to inform you on relevant job openings within SANI/IKOS Group. After the completion of the aforementioned period, your data will be deleted from our files, unless you provide us with your consent to further keep it for any future job openings, in which case your data will be kept in our files for two (2) more years. Successful applicants' data will be kept in accordance with our Privacy Policy regarding the processing of our employee's personal data.

## **With whom we share your personal data**

We do not share the personal data you provide us during the recruitment and selection process with any third parties (except for SANI/IKOS Group), unless it is necessary for the purpose pursued. The transfer of your data through third parties is necessary, when you submit your application for a job opening within our Group through our platforms (i.e via our website – applicant tracking systems, such as Taleo, or via dedicated recruitment job boards such as- kariera, Skywalker, Jobfind, Naftemporiki, LinkedIn, HOSCO, workathlon, Indeed e.t.c).

## **Your rights**

Pursuant to the General Data Protection Regulation EU 679/2016 you have: (i) the right of access and information, (ii) the right of rectification, (iii) the right of erasure, (iv) the right to ask restriction of processing, (v) the right to data portability, (vi) the right to object, including object to automated decision making and profiling, (vii) the right to withdraw your consent at any time.

For more information on the processing of your personal data and your rights, please refer to SANI's or IKOS's Privacy Policy. Alternatively, you may submit your questions to SANI's or IKOS's Data Protection Officer at [privacy@saniresort.gr](mailto:privacy@saniresort.gr) or [privacy@ikosresorts.com](mailto:privacy@ikosresorts.com) accordingly.