



INFORMATION ON THE PROCESSING OF PERSONAL DATA OF JOB APPLICANTS	
Information obligation pursuant to Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation – GDPR).	
1. Data Controller	INFO MARINE SP. Z O.O. JANA KAMROWSKIEGO 16, 81-603 GDYNIA, POLAND
2. Purposes and Legal Bases for Processing	The Applicant's personal data will be processed for the following purposes: a) conducting the current recruitment process, including assessing the Applicant's qualifications, professional experience and competencies, and making a decision regarding employment. The legal basis for processing is Article 6(1)(c) of the GDPR, in conjunction with applicable employment law provisions, to the extent that the processing of personal data is required or permitted by law. In the case of data whose provision is not directly required by law, the legal basis for processing may be Article 6(1)(a) of the GDPR, i.e. the Applicant's voluntary consent. b) contacting the Applicant in connection with the recruitment process, to the extent necessary to conduct the recruitment process, in particular using the e-mail address or telephone number provided by the Applicant. c) conducting future recruitment processes – if the Applicant provides separate and voluntary consent to the use of their personal data for future recruitment processes. In such a case, the legal basis for processing is Article 6(1)(a) of the GDPR. Consent may be withdrawn at any time, without affecting the lawfulness of processing carried out before the withdrawal of consent.
3.Scope of Personal Data Processed	As part of the recruitment process, we may process, in particular, the data contained in the application documents, such as: • first and last name, • contact details, • information concerning education, • information concerning professional experience, • information concerning qualifications, licences, certificates and skills, • other information provided by the Applicant in connection with the recruitment process. Applicants are requested not to include in their application documents any personal data that is not required or necessary for participation in the recruitment process. If the Applicant voluntarily provides special categories of personal data, such data will be processed only in cases and under the conditions provided for by the GDPR, including on the basis of appropriate consent where required
4.Recipients of Personal Data	Personal data may be disclosed only to entities authorised under applicable law or to entities supporting the Controller in conducting the recruitment process, such as providers of IT systems, e-mail services, hosting services or recruitment tools, acting on the basis of appropriate agreements and in compliance with applicable personal data protection requirements. Personal data will be accessible only to persons authorised to participate in the recruitment process.
5.Applicant's Rights	Subject to the conditions and limitations provided for by the GDPR, the Applicant has the right to: • access their personal data,

	• obtain a copy of their personal data, • rectify inaccurate or incomplete personal data, • request the erasure of personal data where provided for by law, • request restriction of processing, • request data portability, where applicable, • object to the processing of personal data where the processing is based on the legitimate interests of the Controller, • withdraw consent to the processing of personal data at any time where processing is based on consent. Withdrawal of consent does not affect the lawfulness of processing carried out before the consent was withdrawn.
6. Right to Lodge a Complaint	The Applicant has the right to lodge a complaint with the competent supervisory authority if they believe that the processing of their personal data violates the provisions of the GDPR. In Poland, the supervisory authority is: President of the Personal Data Protection Office (UODO)
7. Voluntary Provision of Personal Data	Providing personal data required by applicable law is necessary to participate in the recruitment process to the extent that such data is required by law. Providing additional personal data, the processing of which is based on consent, is voluntary. Refusal to provide such consent will not affect the Applicant's ability to participate in the recruitment process if such data is not necessary for conducting the recruitment process.
8. Automated Decision-Making	Applicants' personal data will not be used for making decisions that produce legal effects concerning the Applicant or similarly significantly affect the Applicant based solely on automated processing, including profiling.
If you have any questions regarding the processing of your personal data or the exercise of your rights, please contact: rodo@info-marine.com	

Version 1.0		
Prepared:	Confirmed:	Implemented: 01.09.2026
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