

Complete notice Careers

Who are we and what do we do with your personal data?

Studio Immobiliare SI S.r.l. - Viale Attilio Frosini, 70, 51100 - Pistoia (hereinafter also the Data Controller), as data controller, is concerned with the confidentiality of your personal data and guarantees them the necessary protection from any event that could put them at risk of violation.

For this purpose, the Data Controller puts into practice policies and practices regarding the collection and use of personal data and the exercise of the rights that are recognized to you by the applicable legislation. The Data Controller takes care to update the policies and practices adopted for the protection of personal data whenever this is necessary and in any case in the event of regulatory and organizational changes that may affect the processing of your personal data.

How and why does the Data Controller collect and process your personal data?

- The Owner collects and/or receives information about you, such as:
- name surname;
- email address;
- curriculum data
- computer data (IP addresses and addresses derived from the use of forms displayed on the web on the websites pertaining to the Data Controller in the "Careers" section);
- data suitable for revealing the state of health, if communicated by you also through the curriculum or if the position for which you are applying is reserved for protected categories based on specific legal obligations.

Your personal data will be processed for the following purposes:

1. the selection of personnel and/or the start of a collaboration

PURPOSES	LEGAL BASIS
<ul style="list-style-type: none"> • search for candidates for open positions • the collection of applications and curricula which can take place through the institutional website • the examination of the curricula received • the organization of selective interviews • the inclusion in the organizational context of the candidate who turned out to be suitable • the establishment of the employment/collaboration relationship 	<p>Carrying out pre-contractual activities</p> <p>Fulfillment of specific obligations Execution of specific tasks deriving from laws, regulations or collective agreements, including corporate agreements, in particular for the purpose of establishing an employment relationship and/or collaboration relationship</p>

The data collected or in any case obtained by the Data Controller following the established selection procedure for positions available within its organization, except for those relating to the state of health, spontaneously released by you, must be considered necessary and failure to provide it involves the impossibility for the Data Controller to carry out the activities aimed at:

- evaluate your candidacy in the personnel selection process which the Data Controller also follows through its suppliers (third parties/recipients);
- manage the candidate selection process in all its phases and the ensuing fulfillments.

2. for communication to third parties and for dissemination

PURPOSES	LEGAL BASIS
<p>Communication to third parties such as:</p> <ul style="list-style-type: none"> • financial advisor • labor consultant • information society and computer assistance 	<p>Carrying out pre-contractual activities</p> <p>Fulfillment of legal and/or regulatory obligations dependent on the activities implemented with the selective procedure.</p>

The Data Controller does not transfer your personal data abroad (non-EU countries). Your personal data will in no way be disclosed or disclosed to indeterminate and unidentifiable subjects, not even as third parties.

The communication concerns the categories of data whose transmission is necessary for the performance of the activities and purposes pursued by the Data Controller in managing the selection procedure. The relative treatment does not require the consent of the interested party in the event that the same occurs to carry out the obligations deriving from the established relationship or in the event that another hypothesis of exclusion should apply (in particular the traceability of a legitimate interest by the Data Controller), expressly provided for or dependent on the legislation and regulations applied by the Data Controller, or also through third parties identified as data processors. Where the communication involves data suitable for revealing the state of health, the related processing operations will take place with all the guarantees of the case including those which, if requested on the basis of the risks identified, determine the application of pseudonymisation solutions, and/or data aggregation and/or encryption.

3. for IT security activities

PURPOSES	LEGAL BASIS
<ul style="list-style-type: none"> • control and monitoring of the services displayed on the web and on the platforms 	<p>Access to the selection procedure</p>

<p>pertaining to the Data Controller and made available to you for sending curriculum vitae and/or for accessing open job positions/collaborations (e.g. the forms published on the "Careers" page ")</p> <ul style="list-style-type: none"> • implementation of detection and notification procedures for personal data violations (data breach) 	<p>Fulfillment of legal obligations (detection and notification of data breach events)</p> <p>Legitimate interest</p>
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How, where and for how long is your data kept?

How

Data processing is carried out through paper supports or IT procedures by specifically authorized internal subjects. These are allowed access to your personal data to the extent and within the limits in which it is necessary for the performance of the processing activities that concern you.

The Data Controller periodically checks the tools by which your data are processed and the security measures envisaged for them, which are constantly updated; verifies, also through the subjects authorized to process, that personal data whose processing is not necessary or whose purposes are exhausted, are not collected, processed, filed or kept; verifies that the data are kept with the guarantee of integrity and authenticity and that they are used for the purposes of the treatments actually carried out, also due to the particular nature of the same. The checks allow the Data Controller to assess the strict relevance, non-excess and indispensability of the data belonging to particular categories with respect to the activity selection procedure as well as the relationship to be established, also with reference to the data you provide on your own initiative.

The Data Controller guarantees that the data which, even following the checks, are found to be excessive or irrelevant will not be used except for the possible conservation, in accordance with the law, of the deed or document that contains them.

Where

The data is stored in paper, IT and electronic archives, located within the European economic area, and specific security measures are ensured.

How Long

Your personal data is kept for the time necessary to carry out the activities that concern you.

In particular:

<p>identification data curriculum data data suitable for revealing the state of health even if spontaneously released</p>	<p>Duration of the selection procedure and for a maximum of 24 months.</p> <p>The following are excepted:</p> <ul style="list-style-type: none"> • the limitation of the treatment and the other guarantees foreseen for the data belonging to particular categories • the cancellation of personal data collected through CVs sent spontaneously or in the absence of an open position; • the Data Controller's interest in keeping the data, even those spontaneously released by you, for the time necessary to evaluate the application also for future employment/collaboration relationships • the establishment of the employment/collaboration relationship <p>Except for any dispute if it involves an extension of the aforementioned terms, for the time necessary to pursue the related purpose</p>
<p>Computer data (system and network access logs and/or IP addresses)</p>	<p>The duration of storage depends on the presumed and/or detected risk and the detrimental consequences deriving therefrom, without prejudice to the measures to make the data anonymous or aimed at limiting its processing</p> <p>In any case, the data must be kept (starting from the knowledge/detection of the danger event or data breach) for the time necessary to proceed with the notification to the guarantor authority of the violation of the data detected through the procedures implemented by the Data Controller and anyway to fix it</p>

Once all the purposes that legitimize the retention of your personal data have been exhausted, the Data Controller will take care to cancel them or make them anonymous.

What are your rights?

The rights that are recognized to you allow you to always have control of your data. Your rights are those of:

- access;
- rectification;
- withdrawal of consent;
- cancellation;
- restriction of processing;
- opposition to the treatment;
- portability.

Basically you, at any time and free of charge and without particular charges and formalities for your request, can:

- obtain confirmation of the treatment carried out by the Data Controller
- access your personal data and know its origin (when the data are not obtained from you directly), the purposes and purposes of the processing, the data of the subjects to whom they are communicated, the retention period of your data or the useful criteria to determine it;
- update or correct your personal data so that it is always accurate and accurate;
- withdraw the consent at any time, in the event that this constitutes the basis of the treatment. In any case, the withdrawal of consent does not affect the lawfulness of the processing based on the consent given before the withdrawal itself;
- delete your personal data from databases and/or archives, including backups, in the event, among others, that they are no longer necessary for the purposes of the processing or if this is assumed to be illegal, and always if the conditions are met By law; and in any case if the processing is not justified by another equally legitimate reason;
- limit the processing of your personal data in certain circumstances, for example where you have contested its accuracy, for the period necessary for the Data Controller to verify its accuracy. You must be informed, in a reasonable time, also when the period of suspension has been completed or the cause of the limitation of the treatment has ceased, and therefore the limitation itself revoked;
- obtain your personal data, if their treatment takes place on the basis of a contract and with automated tools, in electronic format also for the purpose of transmitting them to another data controller.

The Data Controller must do so without delay and, in any case, at the latest within one month of receiving your request. The deadline may be extended by two months, if necessary, taking into account the complexity and number of requests received. In such cases, the Data Controller will inform you within one month of receiving your request and inform you of the reasons for the extension.

For any further information and in any case to send your request, write to info@studioimmobiliaresi.it

How and when can you object to the processing of your personal data?

For reasons relating to your particular situation, you can object at any time to the processing of your personal data if it is based on legitimate interest, by sending your request to info@studioimmobiliaresi.it. You have the right to have your personal data deleted if there is no legitimate reason that prevails over the one that gave rise to your request.

Who can you lodge a complaint with?

Without prejudice to any other administrative or judicial action, you can lodge a complaint with the supervisory authority for the protection of personal data, unless you reside or work in another Member State. In the latter case, or in the one in which the violation of the legislation on the protection of personal data occurs in another EU country, the competence to receive and know the complaint will be of the supervisory authorities established therein.

Each update of this information will be communicated to you promptly and by appropriate means and the same will be communicated to you, before proceeding with it and in time to give your consent if necessary.