

Information clause for candidates applying for a job at IBCH PAS

1. Information on the administrator

The Institute of Bioorganic Chemistry, Polish Academy of Sciences, seated in Noskowskiego St. 12/14, 61-704 Poznan; REGON 000849327, NIP 777-00-02-062 is the administrator of the collected personal data (further referred to as IBCH PAS).

The Administrator appointed a Data Protection Officer, who can be contacted in writing, via traditional mail, by sending a letter to the following address: Z. Noskowskiego St. 12/14, 61-704 Poznan, or by sending an e-mail to: dpo@ibch.poznan.pl.

2. The purpose of data processing

The personal data of the candidates is processed for the purposes of fulfilling the tasks of the administrator, associated with conducting the recruitment procedure for a vacant position.

3. Categories of recipients of personal data

The recipients of the candidates' personal data are members of the recruitment committee/commission or another entity responsible for conducting the recruitment.

The personal data of the candidates shall not be transferred to any third country.

4. Data processing period

The personal data of candidates shall be subjected to processing for period of 3 months upon the date of decision of the recruitment committee. Following this period, the data will be irretrievably and effectively destroyed.

The personal data of the winner of competition shall be transferred to the administration of IBCH PAS.

5. Access to personal data, the right to rectify and delete it. Revocation of consent to processing

The candidate has the right to request access to his/her personal data, and to amend it.

The candidate may withdraw consent to the processing of his personal data at any time. In such a case the data will be irretrievably and effectively destroyed, and the application will be withdrawn from the recruitment procedure.

In any case, you have the right to lodge a complaint with the President of the Personal Data Protection Office, Stawki 2 street, 00-193 Warsaw, phone (+48) 22 531 03 00, fax. (+48) 22 531 03 01.