

# VentriJect ApS – Privacy Policy - Recruitment

## Data controller and contact information

VentriJect ApS, CVR-39424371, Ryvangs Allé 81, 2900 Hellerup is data controller for processing of your personal data (in the following; "we" or "us").

If you have any questions or wish to exercise your individual rights as described below, you can contact us at [contact@ventriject.com](mailto:contact@ventriject.com).

## Processing activities.

Below you can read which personal data we process, for which purpose, our legal grounds and when the data is deleted.

Purpose	Categories of personal data	Legal ground	Retention	Recipients
Recruitment	Contact information (phone number and e-mail)  Personal resume, job application and CV	Contact information, CV and job application. Necessary for contract, Article 6(1)(b) GDPR	Upon conclusion of recruitment round, unless the candidate is relevant for a position 3 months ahead or unless consent for longer storage has been obtained.  Backups in Keepit are labeled as "Right To Be Forgotten", after the 3 months, to make sure it is not recreated in a restore.	Google Cloud EMEA Limited, Ireland (Cloud hosting platform. Servers located inside EU)  Keepit, Copenhagen, Denmark.. Used for backup of Google Drive.

## Your individual rights.

You have the rights as described below which you can exercise by contacting us at the above contact information. Your request will be answered free of charge, as soon as possible and no later than one month after receipt, however, up to two months if necessary due to the complexity or number of the request. In the event of unfounded or excessive requests, we have the right to reject it or charge a reasonable fee for answering it.

**Withdraw consent.** To the extent processing is based on your consent, you may at any time withdraw your consent by contacting us at the above information or as otherwise explained when you provided your consent. This will not affect the lawfulness of the processing before its withdrawal.

**Access.** You have the right to access the personal data that we process about you, as well as certain information about how the processing takes place. No access is granted to information which must remain confidential because of public or private interests, including your own interests.

**Rectification.** You have the right to have incorrect personal data corrected or to have incomplete personal data about you completed.

**Erasure.** You have the right to have personal data about you deleted in the circumstances specified in Article 17 of the GDPR. This may be the case, for example, if the information is no longer necessary for the fulfillment of our obligations and exercising of our rights or if the information is processed on the basis of your consent which has been withdrawn.

**Restriction.** In the circumstances mentioned in Article 18 of the GDPR, you have the right to have the processing of your personal data restricted, eg if the accuracy of the data is disputed, in the period until we have had the opportunity to determine whether the personal data is correct or if we no longer need for the personal data for the processing but they are necessary to establish, exercise or defend a legal claim.

**Object.** You have the right to object to the processing of personal data which we process on the basis of Article 6(1)(f) of the GDPR (the legal basis for processing in our legitimate interest) and always if the processing is for the purpose of direct marketing

**Data portability.** If the processing is based on your consent or contract, you have the right to receive the information in a plain and readable format and to transmit the information to another data controller. If you wish and if technically possible, we will transmit the information directly to this data controller.

**Automatic decisions.** You have the right not to be the subject of an automatic decision that has legal effect or similarly significantly affects you which is based solely on automatic processing, including profiling.

**Lodge a complaint.** You may at any time complain about the processing of your personal data by contacting us. In addition, you can always lodge a complaint to the Danish Data Protection Agency (<http://datatilsynet.dk>, [dt@datatilsynet.dk](mailto:dt@datatilsynet.dk), +45 33 19 32 00), to the supervisory authority in the country where you reside or in the country where you believe the violation of the GDPR or the Danish Data Protection Act has taken place.