

## **Terms for Submitting a Curriculum Vitae**

Thank you for your interest in submitting your CV to FAMAR (hereinafter, “FAMAR” or “we”). By submitting your CV, you give us the opportunity to review your details and, provided that we determine that they meet the formal requirements for a position that FAMAR wishes to fill, to contact you in order to obtain any additional required information or to schedule an interview. By submitting your CV to FAMAR, you accept the following terms:

### **TERMS**

1. By submitting your CV, we collect and process your personal data in order to assess your qualifications and skills and to examine potential opportunities for cooperation. The processing of the data is based on your consent (Art. 6 para. 1(a) GDPR 679/2016). You may withdraw your consent at any time by sending an email to [personal.data@famar-group.com](mailto:personal.data@famar-group.com) with the subject “WITHDRAWAL OF CONSENT”. In such a case, we will not be able to examine potential cooperation, and we will delete your CV.
2. Access to your personal data is granted only to persons expressly authorized by FAMAR, such as our employees and partners, strictly to the extent necessary. Your data is not transferred outside the European Economic Area (EEA).
3. When you submit your CV in response to a job advertisement published by FAMAR for the filling of a specific position, we will retain your CV for six (6) months after the completion of the recruitment process. If you provide your consent for further retention, or when you submit your CV to FAMAR so that it is included in our database and we may contact you should a relevant position become available, we will retain your CV for three (3) years. Upon expiration of the retention period or following withdrawal of your consent, we will delete your data.
4. Your data is securely stored on FAMAR’s premises.
5. Candidates declare that they:
  - Provide accurate and truthful information.
  - Do not provide information concerning criminal convictions and offences or special categories of personal data (such as information relating to political opinions, religious or philosophical beliefs, membership in trade unions, genetic or biometric data, health data, etc.).
  - Do not provide information relating to third parties, except where they have obtained the explicit consent of the third party.
6. You have the right to:
  - Be informed and have access to your personal data.
  - Rectify your personal data, if they are inaccurate or incomplete.
  - Erase your personal data, to the extent permitted by applicable legislation.

- Restrict the processing of your personal data, to the extent permitted by applicable legislation.
- Data portability.
- Object to the processing, which may take the form of withdrawal of your consent. The processing of data carried out prior to the withdrawal of your consent is not affected.

If you have any request or question regarding these terms, you may send an email or letter to the FAMAR contact details listed below.

**FAMAR**

63 Agiou Dimitriou Street

P.C. 17456, Alimos

[personal.data@famar-group.com](mailto:personal.data@famar-group.com)

If you believe that your rights regarding the protection of your personal data have been violated, you have the right to lodge a complaint with the Hellenic Data Protection Authority, following the instructions available on its website ([www.dpa.gr](http://www.dpa.gr)).