





Privacy Statement for the Swisscom Job Portal

Overview

 <p>We process general personal data about you, such as your name and contact details.</p> <p>Details: section 4</p>	 <p>We process personal data that you provide us.</p> <p>Details: section 3</p>	 <p>We transfer your personal data to other companies that decide themselves how to use the data.</p> <p>Details: section 6</p>
 <p>We only process your personal data in Switzerland and in the EU.</p> <p>Details: sections 7, 8</p>		

1. General provisions

Swisscom Ltd and Swisscom (Switzerland) Ltd, Alte Tiefenastrasse 6, Worblaufen, CH-3050 Bern (hereinafter “Swisscom” or “we”) bear responsibility under data protection law for your personal data that we process in connection with your application.

We respect your privacy and your privacy rights. It is a major concern for us that your personal data is treated in a responsible manner and in compliance with legal requirements.

2. Scope

This Privacy Statement applies to all persons applying for a position at Swisscom.

It describes how your personal data (“Application Data”) is processed in connection with your application and application management.

3. Collection of Application Data

Usually, we collect Application Data from you directly (e.g. documents that you submit, such as CVs and certificates, and information that you disclose during conversations or assessments). However, we may also receive data from third parties (e.g. information from your references).

4. Application Data processed

We process the following categories of Application Data for the purposes referred to in section 5:

- Contact and identification data such as surname, first name, title, address, e-mail address, telephone number;
- Personal data such as sex, date and place of birth, nationality, residence status, work permit, marital status, language, family data, hobbies or interests;
- Professional background, education and training, such as professional qualifications, certifications and experience, previous employers and their contact details, reference persons and their contact details;
- Data on remuneration and benefits such as salary level and amount, bonuses, shares, stock options, insurance and other benefits;
- Electronic identification data such as profile picture, publicly accessible profiles on social media (e.g. via Easy Apply from LinkedIn, XING, your own website);
- Additional data related to your position such as external mandates (e.g. BoD mandates), political offices, criminal records or debt collection register extracts may be required, depending on the job profile. If so, you will receive further information during the application process;
- User account information: User name (login name), password and e-mail address;
- Interaction and usage data: Correspondence, recorded voice messages, date and time of a telephone call, date and time of your access of the Job Portal, IP address of the end device used, type of end device used, operating system used (e.g. Microsoft Windows plus version).

You may want or need to provide us with personal data of third parties, e.g. information about references, the name of a colleague who alerted you to a vacancy announcement. Please note that when disclosing data about references, you are obligated to inform them about the disclosure of their personal data to Swisscom and to ensure the accuracy of the relevant data.

5. Purposes of our processing of Application Data

In assessing your suitability for employment, your Application Data will be processed for the following purposes:

- Review of your application:
 - a) verifying your identity and your academic achievements or qualifications;
 - b) carrying out evaluations, tests or assessments appropriate to the vacancy in question;
- Communications in the context of job interviews and application management (personal, telephone or electronic);
- Pre-contractual negotiations, possible conclusion of an employment agreement;
- Provision of a referral bonus: If you indicate the name of a Swisscom staff member in your application who alerted you to the vacancy announcement, that staff member will receive information regarding your applicant status in connection with the bonus he or she is entitled to (candidate rejected or offer made);
- Quality assurance and improvement of applicant management through statistical analysis of your Application Data in anonymised, aggregated form (e.g. gender and language,

duration of the application process) as well as evaluation of the survey concerning the application process you have completed;

- Combating misuse: This includes, in particular, analyses for the detection, prevention and elimination of misuse of the Job Portal;
- Compliance with legal requirements and assertion of legal claims: This includes, in particular, compliance with the applicable laws and provisions, response to requests by the competent courts and authorities, and the assertion, exercise or defence of legal claims.

6. Categories of data recipients

We may disclose or make your Application Data (section 4) available to recipients both within and outside Swisscom if this is necessary for the purposes referenced above (section 5) (“need-to-know” principle). In particular, these recipients will be persons belonging to the following categories:

- HR recruitment staff: based on their position, for performing the purposes set out in section 5;
- Future line managers and possibly your potential future team colleagues: as part of the application process in order to select the candidate who represents the best “fit”;
- Former employers or references: if we obtain information from them with your consent;
- Swisscom staff member who alerted you to the vacancy announcement: in connection with the staff member’s referral, that staff member will receive information regarding your applicant status (candidate rejected or offer made);
- Service providers within Switzerland or abroad: for the provision of services, such as operational, maintenance and support services. In the context of their performance of services, they may also process or access your Application Data;
- Third parties in the performance of legal obligations, if deemed necessary or appropriate in order to comply with, or verify compliance with, applicable laws and regulations and to respond to enquiries from competent authorities;
- Group companies within the Swisscom Group in connection with your application and application management.

7. Data storage

Your Application Data are stored in a data centre in Switzerland.

8. Processing of Application Data in Switzerland and abroad

In connection with application management, Swisscom also relies on products and services from manufacturers and suppliers in the European Economic Area (“EEA”; in this regard, the EU and EFTA member states other than Switzerland) who may access Application Data on Swisscom’s systems from abroad or process such Application Data at their location abroad in the course of performing their mandate, for example when providing maintenance/support services.

If the locations of foreign suppliers and manufacturers are located in the EEA, such as e.g. Germany and Spain, Swisscom shall conclude contracts with such suppliers and manufacturers, such as e.g. the EU standard contractual clauses, which guarantee compliance with adequate

data protection. The EU Standard Contractual Clauses are a series of contractual clauses introduced by the European Commission to provide adequate protection for personal data in cross-border transfers.

9. Cookies und third party cookies

9.1 What are cookies and why are they used?

The Job Portal uses so-called cookies. These are small files that are stored on your computer or mobile device when you visit or use the Job Portal. Cookies save certain settings via your browser as well as data about sharing with the Job Portal via your browser. When a cookie is activated, a cookie ID is assigned that is used to identify your browser and to use the information collected in the cookie.

The temporary cookies used on the Job Portal are automatically deleted from your computer or mobile end device after your browser session has been ended. They are used in order to enable various functions of the Job Portal, such as e.g. to make it easier for you to log in and to save your language settings.

In addition, permanent cookies are also used. Depending on the type of cookie, these remain stored on your computer or mobile end device between 8 hours and 2 days after the end of the browser session and are automatically deactivated at the end of the programmed time period. No cookies are used for advertising purposes.

9.2 Which data is captured?

Cookies collect usage information, such as the date and time of the visit to the Job Portal, the type of end device and the IP address of your end device. Cookies also enable us to track how you used the Job Portal.

9.3 Third party cookies

The cookies stored on your computer or mobile end device or corresponding technologies originate from a service provider or third parties engaged by the service provider, such as further service providers.

9.4 How can the use of cookies be prevented?

Most Internet browsers automatically accept cookies. However, with your browser setting you can tell your browser not to accept cookies or to ask you before a cookie is accepted from a site you are visiting. You can also delete cookies on your computer or mobile end device by selecting the corresponding function in your browser.

If you decide not to accept or disable cookies, you may still use the Job Portal, but you may not be able to see certain information or use some features that are intended to improve your experience.

10. Storage period and data erasure

Your Application Data are stored and processed for as long as is necessary in order to achieve the purposes for which they were collected (see Section 5 above). Once the application process

is completed, they are archived, which leads to a restriction of access permissions. Your application profile will be anonymised after one year and all your application documents will be deleted. If you still have pending applications, your application profile will remain active. You can independently change or delete your application profile at any time and withdraw your application.

This is without prejudice to the retention of data required under applicable laws and regulations.

11. What rights do you have in relation to your personal data?

You have certain rights with regard to your Application Data that we process, so that you are able to control or influence our processing of your data:

11.1 Access: You have the right at any time to receive information in writing and, as a basic principle, free of charge about your Application Data that we process.

11.2 Rectification: You can demand at any time and free of charge that we rectify, complete or update your Application Data, if that data would otherwise be incorrect.

11.3 Objection and erasure: You may demand at any time that we no longer process your Application Data, and that we erase it, if we are not legally obliged to process or retain it and if the data is not required in order to complete the application process.

11.4 Withdrawal of consent: Where we process your Application Data on the basis of your consent, you may withdraw that at any time. Withdrawal of consent does not affect the lawfulness of the processing carried out prior to withdrawal.

12. Contact

If you have any questions or concerns, you can contact us as follows:

- By [contact form](#) (contact form of the Job Portal for all matters except requests for information)
- For requests for access
 - o by post: Swisscom (Switzerland) Ltd, Legal & Regulatory, Data Protection, P.O. Box, 3050 Bern (with a copy of your ID card/passport)
 - o by email: Auskunft.Datenschutz@swisscom.com.

13. How can we change this Privacy Statement?

We reserve the right to change this Privacy Statement at any time. The version published on the Job Portal shall apply in each case.