



Data Protection Information

Human Resources / Job Applicants

Preamble

This privacy statement addresses applicants who are interested in a vacant position within Forvis Mazars Partners GmbH or within a related or affiliated company in Austria (hereinafter referred to as "We") and informs you as an applicant how we process your personal data in the event of an application.

Therefore, this statement also applies to our related or affiliated companies that operate in the areas of advisory, tax consulting, and auditing, or in the field of IT services:

- Forvis Mazars Audit GmbH
- Forvis Mazars Business Services GmbH
- Forvis Mazars Financial Advisory GmbH
- Forvis Mazars IT Services GmbH

1. Purpose of data processing and types of personal data

We will process your personal data solely for the following purposes:

- Evaluating your application in order to make a decision regarding a suitable employment relationship
- Storing your application in the applicant pool (voluntary, if desired)

The following categories of personal data will be processed:

- Name and academic degree
- Contact details
- Date of birth
- Education (including certificates and diplomas)
- Previous professional activities (including certificates and confirmations)
- Photos
- Other data that you provide to us in your cover letter or resume.

Without the processing of this data, your application cannot be considered.

We emphasize that you are not required to provide us with any sensitive data in accordance with Article 9 of the GDPR, such as your religious affiliation. This information is provided on a voluntary basis or based on your consent if you wish to exercise related rights.

We are committed to adhering to the principles of proper data processing in all processing steps.

2. Legal basis of data processing

We need your data to fulfil our pre-contractual obligations in order to evaluate whether we can offer you a suitable position or if your profile is suitable for the advertised job (Article 6(1)(b) GDPR). After the application process is completed, we will inform you about the status of your application. If an employment relationship is established, the data stored during the application process will be used for pre-contractual measures (preparation for the employment contract).

3. Storage and retention periods

We will store your personal data as part of our workforce planning and retention obligations for as long as there is a legitimate interest in your application and in compliance with any legal requirements, at least until the end of the application process or until the expiration of the claims period under the Equal Treatment Act after 7 months; thereafter for additional 3 years in our applicant pool, provided that you have actively given us your consent. Unsolicited applications will be kept as appropriate until revoked by the data subject or for up to 3 years in our applicant pool.

4. Location, data transfer and recipients

To the extent necessary for the purposes mentioned under point 1, we will disclose your personal data to the following recipients:

- as required by the Public Employment Service in cases of job placement
- as required by external recruiters (if they are engaged)

Otherwise, your data will not be disclosed to third parties without your consent.

During the application process, normally all recipients are located within Austria. However, in rare cases, some of the above-mentioned recipients may be located outside of Austria or process your personal data outside of Austria. The level of data protection in other countries may not necessarily meet Austria's standards. In such cases, we implement measures to ensure that all recipients provide an adequate level of data protection. For example, we may enter into standard contractual clauses (2010/87/EC and/or 2004/915/EC).

5. Your rights in connection with your personal data

You have the right to: (i) verify whether and what personal data we process about you and to receive copies of this data, (ii) request the correction, completion, or deletion of your personal data if it is incorrect or processed unlawfully, (iii) request us to restrict the processing of your personal data, (iv) under certain circumstances, object to the processing of your personal data or revoke the consent given for processing, with the revocation not affecting the legality of the processing carried out before the revocation, (v) request data portability if you are our client, (vi) know the identity of third parties to whom your personal data is transferred, and (vii) lodge a complaint with the data protection authority.

To submit your request, please send an email to datenschutz.at@forvismazars.com.

6. Forvis Mazars online services and website(s)

More detailed information on the use of our online services/contact forms/websites/application tools as well as on the use of analysis tools or cookies can be found in the data protection section and in the cookies banners visiting our websites.

If you intend to contact us via Facebook, LinkedIn, Xing, Google+, Twitter or any other social media (e.g. WhatsApp) platform, the data you provide (username, connection details, photos, videos, messages, documents) may be stored on the servers of these providers and their affiliates or partners who may also be located outside of Europe. In this context, reference is made to the terms of use and privacy practices of these providers. These services are not in our responsibility.

7. Updating or data protection information

Data protection information can change due to different circumstances. In such cases, our data protection declaration will be updated for changes in a timely manner. We therefore invite you to using the latest version published on our websites.

We hope that this statement has provided you with sufficient clarity on how and for what purposes we process your data. If you have any further questions or wish to make requests or inquiries regarding the information provided, please contact our central data protection coordinator for all Forvis Mazars companies in Austria:

Forvis Mazars Partners GmbH
FAO Ms. Simone Pleninger
Kärntner Ring 5-7
1015 Vienna

datenschutz.at@forvismazars.com

Forvis Mazars assigns high priority to information safeguards and legal responsibilities regarding your personal data, which is why we have voluntarily appointed an additional external Data Protection Officer supporting our qualified internal Data Protection Team.

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Grünberger Advisory e.U.
Mr. Paul Grünberger
Volksgartenstraße 32
4020 Linz

dsb@gruenberger.org

Your **Forvis Mazars Human Resources Team**

Vienna, 1 March 2025

Forvis Mazars in Austria

Audit | Tax | Advisory

Forvis Mazars Partners GmbH

Forvis Mazars Audit GmbH

Forvis Mazars IT Services GmbH

Forvis Mazars Financial Advisory GmbH

Forvis Mazars Business Services GmbH

Team GDPR and Privacy Austria contact:

T: +43 1 53174

E: datenschutz.at@forvismazars.com

Kärntner Ring 5-7, 1010 Vienna

Hafnerplatz 12, 3500 Krems

Forvis Mazars Group (Forvis Mazars Group SC) is an independent member of Forvis Mazars Global, a leading professional services network. Forvis Mazars Group SC is a cooperative company based in Belgium and organised as one integrated partnership. Forvis Mazars Group SC does not provide any services to clients. Visit forvismazars.com to learn more.

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