

robans	PRIVACY NOTICE FOR CURRICULUM VITAE Art. 13 of EU Regulation 27 aprile 2016 no. 679 "General Data Protection Regulation" o "GDPR"	ICM
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Robans S.r.l., acting as Data Controller pursuant to Art. 13 of Regulation (EU) 2016/679, informs you that the personal data provided by you through the submission of your Curriculum Vitae, the completion of the "Work with us" form on the company website, and the submission of your application will be processed in accordance with the principles of lawfulness, fairness, transparency, minimization, accuracy, integrity and confidentiality, under the terms and for the purposes described below:

1. Categories of data processed

The following categories of personal data provided in the form and attached documents will be processed:

- a) **Common personal data**, such as:
 - identification and contact data;
 - curriculum vitae;
 - esucational qualifications and professional experience;
 - work experience;
 - any image contained in the CV or in the submitted documents.
- b) **Special categories of data pursuant to Art. 9 GDPR**, only where strictly necessary for the application process and for the application of legal provisions granting specific benefits, rights or allowances (e.g. protected categories under applicable law).

The candidate is requested not to include in the CV or submitted documentation any additional special categories of data (such as data revealing racial or ethnic origin, religious or philosophical beliefs, political opinions, trade union membership, genetic data, biometric data, data concerning health, sex life or sexual orientation), except where strictly required by applicable law.

2. Purpose of processing

Personal data will be processed exclusively to manage the application, assess the professional profile, verify compliance with required requirements, arrange possible interviews, carry out selection activities and, where applicable, establish an employment or collaboration relationship.

Any special categories of data will be processed only where necessary to comply with legal obligations in the fields of labour law, social security, assistance, health and safety, and to verify eligibility for benefits provided by law.

3. Legal basis and provision of data

Processing of personal data is based on the performance of pre-contractual measures requested by the candidate and on the legitimate interest of the Data Controller in evaluating the application, including through the consultation of publicly available professional information (e.g. online professional profiles), limited to data relevant to the position.

The provision of data is necessary for the evaluation of the application. Without such data, the Data Controller may not be able to review the application or grant any benefits provided by law.

4. Processing methods

Processing is carried out using paper-based and electronic tools, in a manner designed to ensure the security, confidentiality and integrity of the data, in compliance with Articles 5 and 32 of the GDPR.

5. Retention period

Personal data will be retained for a maximum period of 12 months from receipt of the application. After this period, they will be deleted or anonymized, except where:

- an employment or collaboration relationship is established;

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- further retention is required to comply with legal obligations or to protect the rights of the Data Controller.

6. Recipients of data

Personal data may be processed by personnel expressly authorized by the Data Controller and adequately trained.

They may also be disclosed to entities providing services necessary for the above purposes, including email services, correspondence services, IT services and technical support, as well as consultants involved in recruitment activities. Only data strictly necessary for the performance of their functions will be shared.

Such entities may act as Data Processors pursuant to Art. 28 GDPR or as independent Data Controllers. The updated list of Data Processors is available upon request by writing to hr@robans.com.

7. Transfer of data outside the EEA

Personal data are mainly processed within the European Economic Area.

If it becomes necessary, for organizational or technical reasons, to transfer data to third countries or international organizations, such transfer will take place in compliance with Articles 44 and following of Regulation (EU) 2016/679, ensuring appropriate safeguards.

8. Automated decision-making processes

The Data Controller does not use automated decision-making processes or profiling within the recruitment process, pursuant to Article 22 of Regulation (EU) 2016/679.

9. Rights of the data subject

The data subject may exercise at any time the rights provided for under Articles 15–22 of the GDPR, including access, rectification, erasure, restriction of processing, data portability and objection to processing.

Requests may be sent to the Data Controller or to: hr@robans.com.

The right to lodge a complaint with the Italian Data Protection Authority pursuant to Article 77 GDPR remains unaffected.

10. Data Controller contact details

Robans S.r.l., Via Torino n. 9/b, Ponsacco (PI), Italy

Tel. 0587 735580 - e-mail: hr@robans.com

Last updated: July 2026
