Sächsische Ärzteversorgung
Einrichtung der Sächsischen Landesärztekammer
Körperschaft des öffentlichen Rechts

Data processing in the application process

Information for data subjects pursuant to Articles 13, 14 GDPR

This is a translation provided for information purposes. Only the German version is legally binding.

The Sächsische Ärzteversorgung (Saxon Medical Pension Scheme) takes the protection of your personal data very seriously and complies with the applicable data protection laws. Personal data is processed only to the extent necessary for the respective purpose. In accordance with the statutory provisions, our employees are obliged to maintain confidentiality and secrecy and to comply with data protection provisions.

Below we provide information on the processing of personal data from applications received by email or post or handed in in person. Personal data is any data that can be related to you personally, e.g. name, address, email addresses, telephone number.

Who is responsible for data processing / who is the data protection officer?

Contact employer

Sächsische Ärzteversorgung
Institution of the Saxon State Chamber of Physicians, public-law corporation
Dr.-Külz-Ring 10 | 01067 Dresden, Germany
Phone: +49 351 88886 0 | Email: anfrage@saev.de

Contact data protection officer

Sächsische Ärzteversorgung
Institution of the Saxon State Chamber of Physicians, public-law corporation
Data Protection Officer
Dr.-Külz-Ring 10 | 01067 Dresden, Germany
Phone: +49 351 88886 0 | Email: datenschutz@saev.de

Which categories of data do we use and where do they come from?

In the application process, the data you submit is processed. As a rule, this includes in particular the following data:

- surname, first name
- address
- telephone number
- email address
- date of birth, marital status, nationality
- where applicable, health data (e.g. severe disability)
- position you are applying for
- salary expectations
- school-leaving qualification / vocational training / studies / additional qualifications / internships / work assignments
- IT skills / language skills
- driving licence

- attachments to the application (e.g. CV, references, certificates)
- other data that you provide to us voluntarily

For what purposes and on what legal basis is data processed?

The information you provide in your application is used by the Sächsische Ärzteversorgung exclusively for purposes related to recording your interest in current or future employment and processing your application. This includes reviewing your application documents and the information disclosed in interviews and selection procedures, contacting you, in some cases reimbursing travel expenses, and storage so that we can keep information from your application that you have sent us unsolicited. In addition, your data is made available to the internal departments concerned so that they can review the content of your application.

We process your personal data in compliance with the provisions of the EU General Data Protection Regulation (GDPR), the Federal Data Protection Act, the Saxon Data Protection Implementation Act and all other relevant laws (e.g. the Working Hours Act) as amended. The data processing primarily serves the establishment, performance and termination of the employment relationship. The primary legal basis for this is Article 6(1)(b) GDPR. In addition, collective agreements (works agreements and collective bargaining provisions) pursuant to Article 6(1)(b) in conjunction with Article 88(1) GDPR and, where applicable, your separate consent pursuant to Article 6(1)(a) GDPR may be used as a legal basis for data processing. Where necessary, we also process your data on the basis of Article 6(1)(f) GDPR in order to safeguard our legitimate interests or those of third parties (e.g. authorities), unless your interests or fundamental rights and freedoms override them.

Where special categories of personal data pursuant to Article 9 GDPR are processed, this serves the exercise of rights or the fulfilment of legal obligations under employment law, social security law and social protection law. The processing is based on Section 26(3) sentence 1 BDSG (in conjunction with Article 9(2)(b) GDPR).

Who receives your data?

The information you provide is treated confidentially and is passed on within the Sächsische Ärzteversorgung only to those persons involved in the application process (e.g. human resources department, heads of department).

To provide our services, we draw on the expertise of service providers and vicarious agents who may receive data for these purposes. Data is disclosed in strict compliance with the requirements of the GDPR, the Federal Data Protection Act and the Saxon Data Protection Implementation Act. The service providers we commission may process the data only on our behalf and not for their own purposes, and they are bound to confidentiality.

These are essentially services in the following categories: personnel consulting, support/maintenance of IT applications, website hosting, destruction of documents and data carriers, assertion or defence of legal claims, payment transactions.

Furthermore, third parties may receive data for specific purposes if this is required by law in connection with your application (e.g. notification to the Federal Employment Agency).

Job interviews: Microsoft (Microsoft 365, Microsoft Teams)

We use Microsoft 365 and Microsoft Teams for our usual office communication and for telephone conferences, online meetings, video conferences and job interviews.

When “Microsoft Teams” is used, various types of data are processed. The scope of the data also depends on the information about yourself that you provide before or while taking part in an “online meeting”.

The following personal data is processed:

- User details: first name and surname, display name, email address, profile picture (optional), preferred language
- Meeting metadata: e.g. date, time, meeting ID, telephone number, location
- Text, audio and video data: you may be able to use the chat function in an online meeting. In this case, the text you enter is processed in order to display it in the online meeting.
- For recordings: audio, video and screen sharing for storage in the cloud.

To display video and play audio, the data from the microphone and from a video camera of your device is processed for the duration of the meeting. You can switch off or mute the camera or microphone yourself at any time via the "Microsoft Teams" applications.

If we wish to record a meeting, we will inform you in advance and – where necessary – ask for your consent.

The fact that a recording is being made is also displayed to you in the Teams app or in the web browser view. As a participant, you receive a corresponding notice, which also links to a privacy notice for online participants. The organiser can also specify which participants are authorised to record.

Chat content is logged when Microsoft Teams is used. We store chat content for a period of 180 days. This is the default setting of MS Teams. If it is necessary for recording the results of an online meeting, we will log the chat content. As a rule, however, this will not be the case.

It is also possible to share your screen. In this case, the participants in the meeting can see the data and content that you share via your screen.

As a rule, data is not processed outside the European Union (EU), as we have restricted our storage location to data centres in the European Union. However, we cannot rule out that data is routed via internet servers located outside the EU. This may be the case in particular if participants in telephone conferences, online meetings and video conferences are located in a third country.

All data traffic is encrypted (MTLS, TLS or SRTP), and encrypted data storage generally takes place on servers in the European Economic Area (EEA). Where possible, we also activate end-to-end encryption. In the event that data is nevertheless processed in the USA, Microsoft Ireland Operations Limited and Microsoft Corporation, One Microsoft Way, Redmond, WA 98052-6399, USA, have concluded the EU standard contractual clauses, Module 3, and taken additional measures.

When Microsoft 365 is used, meeting metadata (diagnostic data) is processed by Microsoft and also transferred to third countries outside the EU/EEA (usually the USA); in very rare cases, this data may contain your personal data. In these third countries there is no adequate level of data protection, and no suitable guarantees can be given for the protection of your data (lack of enforceability of data subject rights and possible disproportionate access by government agencies to your data).

The controller stores the meeting metadata for 30 days; the processor may process this metadata for up to 180 days.

Which application content is processed?

We collect various types of information. This includes in particular your personal data with contact information and a description of your education, work experience and skills. You also have the opportunity to provide us with documents such as references or cover letters. Please note that CVs, references or other data you submit for the purpose of your application in particular may also contain particularly sensitive data (Article 9 GDPR). We therefore recommend that you do not provide any information on particularly sensitive data (e.g. information on mental and physical health, racial or ethnic origin, political opinions, religious or philosophical beliefs, membership of a trade union or political party). If you send us

information of this kind, you expressly agree that the Sächsische Ärzteversorgung may process this data for the purpose of handling your application. This data is processed in accordance with this privacy notice and the other applicable legal provisions.

By submitting your application, you confirm that the statements you have made and the information you have provided are true. Please note that any false statement or omission may lead to rejection or a later challenge of the employment contract.

What must be considered for applications from minors?

If you are still a minor, i.e. have not yet reached the age of 18, and wish to apply to us, we assume that you have the consent of your legal representatives (usually your parents). If you have not yet reached the age of 16, a declaration of consent from your legal representatives must be enclosed with your application. If we do not receive this declaration of consent, your application cannot be considered and your data will be deleted immediately.

How long do we store your data?

If we were unable to consider your application, your data will be deleted after six months at the latest, unless you allow us a longer storage period in the applicant pool by giving your consent pursuant to Article 6(1)(a) GDPR. If you withdraw your application, we will of course delete your data without delay. If your application leads to the conclusion of an employment contract with the Sächsische Ärzteversorgung, we will use your data within the administrative process and in compliance with the legal provisions.

Is there any automated decision-making?

No automated decision-making pursuant to Article 22 GDPR takes place in the personnel selection process.

Which data protection rights can you assert as a data subject?

You have the right to obtain confirmation from the controller as to whether personal data concerning you is being processed. If this is the case, you have the right of access, rectification, erasure and restriction of processing of the personal data concerned, the right to object to the processing and a right to data portability.

You may withdraw any consent you have given to processing at any time with effect for the future.

Where can you lodge a complaint?

You may lodge a complaint with the data protection officer named above or with a data protection supervisory authority. The data protection supervisory authority responsible for us is the Saxon Data Protection and Transparency Commissioner at the following address:

Sächsische Datenschutz- und Transparenzbeauftragte
Maternistraße 17 | 01067 Dresden, Germany

Email: post@sdtb.sachsen.de
Website: https://www.datenschutz.sachsen.de

Consent to the processing of special categories of personal data

By submitting your application, you give the following consent:

I agree that the Sächsische Ärzteversorgung may process the particularly sensitive personal data within the meaning of Article 9 GDPR that I have provided in my application in order to manage and process my

application internally and to contact me. This consent may be withdrawn at any time without giving reasons with effect for the future, for example by sending an email to bewerbung@saev.de. In this case, the Sächsische Ärzteversorgung will delete my application. The withdrawal of consent does not affect the lawfulness of processing carried out on the basis of the consent before its withdrawal.

As of: 1 March 2026