

Privacy Notice for Job Applicants

By submitting the job application to Hong Kong Economic and Trade Office in Berlin ('Berlin ETO'), you have given the consent to Berlin ETO to make any necessary enquiries for purposes relating to recruitment and employment for the verification of the information. You have also authorized Berlin ETO to release any record or information as may be required for these enquiries, including, inter alia, obtaining a reference from your current and/or previous employer(s) before offer of appointment and transferring of such data to other authorities/ agencies/ medical personnel; and making enquiries from relevant institutions/ agencies regarding your academic qualifications and obtaining relevant records and transferring of such data to other authorities/ agencies for qualifications assessment.

By submitting the job application to Berlin ETO, you have accepted that the information submitted will be provided and transferred to InvestHK and Commerce and Economic Development Bureau of the HKSAR government to process, for purposes relating to recruitment by and employment with Berlin ETO, e.g., qualifications assessment, medical examination, employer reference and integrity checking, as and where necessary.

If the information that is shared with Berlin ETO is used for any other purposes in addition to what has been stated in the above-mentioned Privacy Notice, Berlin ETO will notify you in advance of such processing and you will be entitled to object to any further processing.

Job applicants may withdraw their consents to the above-mentioned transfer and use at any time by notifying the Data Protection Officer of Berlin ETO via email. However, should a consent to the above-mentioned transfer and use of the personal information be withdrawn, the recruitment and employment process cannot be proceeded further which will result in a withdrawal of an employment offer.

All personal data provided during the recruitment and employment process will be used strictly for the purposes they collected and in accordance with applicable personal data regulations. For enquiries relating to the collection of the personal information, please contact the Data Protection Officer in Berlin ETO. (Email: dpo@hketoberlin.gov.hk)

Hong Kong Economic and Trade Office, Berlin
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