



### Trust-based partnership

It has been clear that since the moment IKEA decided to create high-quality furniture at low costs we cannot do without those who help us fulfil our dream – our employees. IKEA based its existence on the principle of partnership – it would not be IKEA without you. This partnership also applies to the way we handle your personal data. To ensure a quality selection procedure and communication, we only collect the data we really need.

### Interest in Employment in IKEA

By responding to an advertisement, you demonstrate your interest in working with us and you voluntarily provide us your personal data.

For the purposes of the selection procedure, IKEA Česká republika, s. r. o., Identification No.: 27081052, Skandinávská 1/131, 155 00 Prague 5-Zličín and Ingka Centres Česká republika s. r. o., Identification No.: 27081028, Skandinávská 15a/144, 155 00 Praha 5-Zličín, as the administrators (hereinafter referred to as the "Data Administrator") will process these provided (or obtained from public sources) personal data in accordance with the General Regulation on Personal Data Protection (EU) 2016/679. Personal data processing will be also carried out for the administrator by LMC s. r. o., Identification No.: 264 41 381, based at Prague 7, Jankovcova 1569/2c, Postal Code 170 00 (hereinafter referred to as the "Processor") through their electronic systems. The provided data will be processed solely to mediate a job, shall be made available only to authorised employees of the company (companies) in the extent necessary for processing, for the term of the selection procedure, not exceeding one year from the date of their provision. You can revoke your consent to processing at any time.

By sending us your CV with a wish to work with us, you give us a permission to contact you when we have a suitable job for you. We and the organisations which help us with the selection procedure use this information to provide you the job that suits your skills and abilities best. Data are also important for us within the whole selection procedure.

### Out of sight, but stay within reach

Once you entrust us your personal data, you do not give up accessing them. Quite the opposite – you may either correct or supplement the data provided or let them delete at any time if they are no longer needed for the purposes for which they were collected or processed, or if it happens by mistake that they were processed illegally. In accordance with the General Data Protection Regulation (EU) 2016/679, you may request a limitation on the processing of your personal data in special cases, you have the right to data portability and you can also raise an objection, which will be followed by the termination of processing your personal data (unless it is proved that there are serious legitimate reasons for processing, especially if it is the case of possible enforcement of legal claims). If you have any doubts, you can contact the Office for Personal Data Protection.

You can also ask for information whether or, where appropriate, whom, we shared your data within IKEA with. We only store important, relevant and necessary data. We delete all useless data.

There are several ways how to contact us in the issue of processing your personal data.

You can contact us by email [privacy.officer@IKEA.com](mailto:privacy.officer@IKEA.com) or by phone on the number +420 234 567 890. Also, you can write us at the address: Privacy Officer, IKEA Česká republika, s. r. o., Skandinávská 15a, 155 00 Prague 5, Czech Republic.

For more information about data processing, please contact Jan Svoboda, Personal Data Protection Officer, e-mail: [dpo@lmc.eu](mailto:dpo@lmc.eu) or they are available at [www.lmc.eu/en/services-foods/](http://www.lmc.eu/en/services-foods/).

By using the website [www.IKEA.jobs.cz](http://www.IKEA.jobs.cz) and its sub-pages you agree with processing of your personal data in accordance with the principles outlined in this document above.