



ten square games

INFORMATION ON PROCESSING PERSONAL DATA DURING RECRUITMENT CARRIED OUT BY TEN SQUARE GAMES S.A.

1. The Controller of your personal data is Ten Square Games S.A., with its registered office in Wrocław (postal code 50-416) at ul. Generała Romualda Traugutta 45, entered into the register of entrepreneurs of the National Court Register, kept by the District Court for Wrocław-Fabryczna in Wrocław, VI Commercial Division of the National Court Register under KRS: 0000704863, NIP: 8982196752, REGON: 021744780 (hereinafter referred to as "**Controller**"). Contact: administracja@tensquaregames.com.
2. The Controller has appointed the Data Protection Officer, who you may contact via e-mail: dpo@tensquaregames.com.
3. Your personal data is processed in order to:
 - carry out the current recruitment process;
 - enable you to participate in future recruitment processes, providing you consented to this;
 - establish, exercise, and defend claims.
4. Where we receive your CV otherwise than in response to our advertisements or where we do not carry out recruitment, your personal data will be processed in order to examine your CV and decide about starting a recruitment process.
5. The legal basis for processing your personal data:
 - a) in the case of an employment contract - personal data will be processed based on Article 6(1)(c) GDPR, in connection with article 22¹ of the Polish Labour Code. According to that provision, the Controller may process data where this is necessary for compliance with a legal obligation. This obligation rests with the Controller as an employer obliged to acquire specific personal data from a person applying for employment;
 - b) in the case of a civil-law contract (e.g. a mandate contract, a co-operation agreement) - personal data will be processed based on Article 6(1)(b) GDPR. According to that provision, the Controller may process data where this is necessary for taking steps at the request of the data subject (i.e. you) prior to entering into a contract;
 - c) we can process your personal data based on your consent (Article 6(1)(a) GDPR). This occurs where you:
 - transfer to us more data than needed under the law (e.g. where you send your photograph or information about your interests);
 - consent to participate in future recruitment processes;
 - send your CV otherwise than in response to a concrete advertisement or where we are not currently carrying out recruitment.
 - d) we can process your personal data based on the Controller's legitimate interests (Article 6(1)(f) GDPR), consisting in ensuring assert or defend claims of the Controller.
6. The provision of personal data to the extent required under the Labour Code constitutes a statutory requirement, while to the extent required by the Controller constitutes a condition for participating in the recruitment process. For this reason you are obliged to provide such data. Lack of this data will prevent your participation in the recruitment. Other personal data (i.e. your image), i.e. data that is not required under the law or by the Controller, is provided voluntarily and does not affect the possibility to participate in the recruitment.
7. Your personal data will be received by entities providing us with IT services (Recruitee B.V., with its registered office in the Netherlands) and entities enabling the publication of job advertisements.
8. Due to the scope of the Controller's activity, the Contractor's personal data can be submitted to a third country, particularly in relation to the Controller's establishing commercial relationships with entities whose registered offices are located in third countries. Personal data submitted to a third country based on the decision establishing a sufficient level of protection (Article 45 GDPR) or with the stipulation of proper protection (Article 46 GDPR).
9. Your personal data collected during the current recruitment will be retained for 6 months until the recruitment process ends, i.e. until the contract is signed or none of the persons are chosen. If we receive your consent to process personal data for future recruitment processes, your personal data will be retained for a period of 5 years. If you send your CV otherwise than in response to our advertisements, we will delete your CV and other personal data and will inform you that we are not carrying out recruitment. Conversely, where we are interested in your submission, we will start a recruitment process and your personal data will be retained on a standard basis. Personal data may also be each time retained for a longer period, i.e. maximum until civil-law claims connected with the recruitment become statute barred.
10. The candidate has the right to access to and rectification or erasure of personal data or restriction of processing concerning the data subject and to object to processing as well as the right to data portability, and to lodge a complaint with the supervisory authority, the President of the Office for Personal Data Protection (in Poland: Urząd Ochrony Danych Osobowych).
11. If the legal basis for personal data processing is a consent, the Contractor has the right to withdraw it in any manner and at any time, without affecting the lawfulness of processing based on such a consent before withdrawing it.
12. If the legal basis for data processing is the justified interest of the Controller, the Contractor moreover has the right to object to its processing at any time due to their extraordinary situation. In such an event, the Controller may not process such personal data, unless the Controller demonstrates the existence of valid and legally justified bases for processing, overriding in relation to the Contractor's interests, rights and liberties or bases for the determination, assertion or defence of claims.

13. In the event that you participate in the recruitment process as a result of being referred by a member of our team, we process your personal data in the following scope: first name, last name, email address, phone number, how you know the referrer, the reason for the referral, online profiles, as well as the information contained in your CV.

[PL] Administrator przygotował ww. obowiązek informacyjny również w języku polskim.

Last update: 13.05.2025