Privacy Statement  
for processing personal data in the course of the ECB’s recruitment procedure

1. Data protection legal framework applicable to the ECB  
All personal data provided to the European Central Bank (ECB) are processed in line with Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC.

2. Controller  
The ECB is the controller for processing your personal data. The Division Business Partnering in the ECB’s Directorate - General Human Resources (DG HR/BPA) is the unit responsible for the processing.

3. Purpose of the processing operation  
All personal data that you provide to us are collected and further processed for the purposes of selection and recruitment for open positions at the ECB.

4. Legal basis for processing your personal data  
You provide your personal data voluntarily because you want to participate in the ECB’s recruitment procedure. The personal data requested are necessary to manage the ECB’s recruitment process. The legal bases for processing your personal data are Articles 5.1 (a) and 5.1 (c) or 5.1 (d) (where applicable) of Regulation EU 2018/1725 in conjunction with Part 1A of the ECB Staff Rules.

5. Categories of personal data processed  
The following categories of personal data are processed in the context of the ECB recruitment process.

- Identification data, such as name, surname, ID /passport number, gender, date of birth;
- Contact details, such as e-mail address, telephone number, postal address;
- Knowledge, skills and experience, such as education and qualifications awarded, work experience, language skills and other specific skills that you possess.
- Supporting documents confirming academic and professional data, such as copies of diplomas, field of studies, proof of professional experience, language competencies.
- Any internet references provided at the online form, such as social networks, blogs.
- Special categories of data: data related to health (in particular medical certificates) and data regarding criminal records of those candidates who received a job offer and accepted it.

Please note that the aforementioned personal data under each category are non-exhaustive; other data necessary to evaluate your suitability for a specific vacancy may also be processed.

6. Recipients  
In the ECB’s recruitment procedure your personal data may be disclosed, on a need-to-know basis, to the following recipients:

- All personal data you provide will be accessible to designated staff members in the Directorate General Human Resources.
• Other dedicated ECB staff members providing opinions and advice in specific cases dealing with recruitment, such as for example Legal Services may access some of your personal data.
• A limited number of ECB staff of the ECB’s Internal Audit function who are involved in audits of the recruitment process or conduct specific inquiries related to recruitments may further process some of your personal data.
• External service providers working on behalf of the ECB in the context of some recruitment campaigns, for example to conduct managerial assessments, on-line tests or to record interviews may receive some of your personal data. You will be informed in advance in case such services will be used and provided with specific information regarding the protection of your personal data.
• Parts of the personal data you provide, namely your name, address, education and qualification awarded, work experience, spoken languages and specific skills that you possess, and other personal data that might result from the use of external service providers as mentioned above, will be accessed by the Members of the Selection Committee established for each recruitment procedure.
• Your declaration related to criminal records will be accessible to designated staff members in the Directorate General Administration.

7. Retention period
Your personal data will be kept for a maximum of 24 months after the recruitment campaign is closed.

8. Your rights
You have the right to access your personal data and correct any data that is inaccurate or incomplete. You have also (with some limitations) the rights to delete your personal data, to restrict or object to the processing of your personal data in line with Regulation (EU) 2018/1725.

You can exercise your rights by contacting DG HR/ BPA at join-us@ecb.europa.eu.

In case of queries on the processing of your personal data, you can contact the ECB Data Protection Officer (dpo@ecb.europa.eu).

9. Data security
Personal data are stored in the ECB’s document management system for which a strict system of access controls is implemented to ensure that only authorised recipients have access to the data.

10. Addressing the European Data Protection Supervisor
If you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data, you have the right to lodge a complaint with the European Data Protection Supervisor at any time.

11. Changes to this Privacy Statement
This Privacy Statement may be changed to take into account new legal developments.