

EMPLOYEE CANDIDATE PRIVACY NOTICE

Privacy Notice on Processing of Personal Data

Pursuant to the Law on Protection of Personal Data No. 6698 (“**Law**”), the Employee Candidate Privacy Notice (“Privacy Notice”) has been prepared for the purpose of enlightening the data subjects concerned about their personal data processed by Gür Law Firm as a data controller. We would like to point out that Gür Law Firm respects your personal data and ensures utmost care within the framework of current national and international legislation and universal values in order to ensure the security of your personal data.

Your Processed Personal Data, Collection and the Purposes of Processing

If you fill out the job application form on the website www.gurlaw.com, Gür Law Firm processes your personal data in the categories of identity, contact and employee’s personnel information, consisting of your name-surname, e-mail address, telephone number and CV, within the scope of your job application.

We kindly request you not to share any data within your CV about your race, ethnicity, political thought, philosophical belief, religion, sect or other beliefs, dress code, membership of associations, foundations or trade unions, health, sexual life, criminal convictions and security measures and your biometric and genetic data which are defined as special categories of personal data pursuant to the Article 6 of the Law. If you include your special categories of personal data in your CV, it will be deemed that you explicitly consent to the processing of your data. Gür Law Office will not process any of your data and destroy the personal data in question if your CV contains special categories of personal data.

Gür Law Firm processes your personal data shared in a limited manner for the purpose of evaluating your job application and determining the employee candidate to be recruited.

The Method of Collection of Your Personal Data and the Legal Basis of Processing Your Personal Data

Your personal data mentioned above is provided by you through the website www.gurlaw.com. Gür Law Office processes your personal data without violating your fundamental rights and freedoms, in line with the legitimate interests of Gür Law Office, within the scope of the personal data processing conditions specified in Article 5 of the Law, for the establishment of employment contract and for the execution of the employment contract, based on the legal basis that the processing of the data is mandatory

Transfer of Your Personal Data

Your personal data, consisting of your name, surname, e-mail address, telephone number and resume, may be transferred by Gür Law Firm, within the scope of the personal data processing conditions specified in Article 8 of the Law, to the third party company from which we receive service in order to fulfill the processing purposes.

In addition, if a public administration, person, institution or organization is authorized to request your personal data in accordance with the law, your personal data may be transferred to the authorized person, institution or organization in accordance with the Law. Requests from judicial authorities will still be fulfilled in accordance with the law. When such obligations arise under Turkish law, the legal basis for data processing activities is the establishment, use or protection of any rights in accordance with legal obligations or otherwise.

Your Rights Related to Your Personal Data

Pursuant to the Article 11 of the Law, you have the following rights with regard to the processing of your personal data:

- to learn whether your personal data is being processed
- to request information as to the processing
- to learn the purpose for which the data is processed and whether the data is used in accordance with these purposes
- to be informed of the third parties, in Turkey or abroad, to whom your personal data has been transferred
- to request that your personal data be rectified if it is incomplete or inaccurate
- to request that your personal data be deleted or destroyed
- to request that the rectification, deletion or destruction of your personal data upon your request be notified to any third-party to whom your personal data has been transferred
- to object to any result to your detriment reached by the analysis of your personal data exclusively through automated means
- to request compensation for any damages incurred due to the unlawful processing of your personal data

You can send your requests regarding the above listed rights and your questions regarding this Privacy Notice to info@gurlaw.com. Your requests will be answered as soon as possible and within thirty days at the latest. If your request requires an additional cost, we will charge in accordance with the tariff determined by the Personal Data Protection Board.