

Job applicant register

1. Data controller

Student Village Foundation of Turku (later TYS) business ID: 0142348-6
Yo-kylä 12 A
20540 Turku
Tel. +358 (0)2 2750 200

2. Data processor

Tuula Kanervisto
Yo-kylä 12 A
20540 Turku
Tel. +358 (0)2 2750 200
tietosuoja@tys.fi

3. Name of the register

Job applicant register

4. Purpose of use of personal data

Recruitment needs and processing of job applications as well as any needs created thereby.

5. Data content of the register

- name
- date of birth
- address
- phone number
- e-mail address
- basic education and degrees with dates of completion
- other completed training
- application and software skills
- special skills
- language skills
- current employment (employer, job title and description of duties)
- previous main duties (employer, job title and description of duties)
- referees

6. Regular data sources

Data submitted by the applicant in electronic or paper form and attachments.

7. Release and transfer of data

No data is released outside TYS.

8. Data transfer outside the EU or the EEA

No data is transferred outside the area of European Union member states or outside the European Economic Area.

9. Data protection

Any manually maintained data are located in spaces that are only accessible by designated employees who have signed a confidentiality agreement.

Any electronically processed data in the register are protected with firewalls, passwords and other necessary technical means generally accepted within the data security field at the time. The register is only accessible by designated employees of the data controller and companies working for and on behalf of the data controller, who have signed a confidentiality agreement, with an individual access right granted by the data controller.

10. Right to access, restriction and rectification

The data subject has the right to inspect which data concerning them has been recorded in the register. The data access request should be sent to the data processor and it must be written and signed. The data access request can also be made in person in the presence of the data controller.

Written requests should be sent to the address:

Turun Ylioppilaskyläsäätiö
Talousjohtaja
Tarkastus- ja kieltopyynnöt
Yo-kylä 12 A
20540 Turku

The data subject has the right to demand the rectification of incorrect data by contacting the data controller.

The data subject has the right to deny the processing and release of any data concerning them for direct mail, distant selling or other direct marketing as well as for market and opinion surveys by contacting the data controller by e-mail at tietosuoja@tys.fi.