



## INFORMATIVE SHEET REGARDING PRIVACY (D.Lgs 196/2003)

Pursuant to the Leg. Decree N° 196 of 30<sup>th</sup> June 2003, we wish to provide you with information concerning the protection of people as regards the handling of their personal data.

Your personal data will be processed for the purposes of establishing a work relationship.

The personal data contained in the curriculum you sent us will be processed by our company MATTIROLI ASSOCIATI SRL exclusively for the purpose of both an automated and manual recruitment of personnel, which will be carried out by specially selected staff.

Your processed data may then be communicated to potential clients interested in your professional profile and to other individuals who carry out activities to recruit personnel.

Any other communication or diffusion will take place only with your explicit consent.

It is compulsory for you to hand over your data, as any failure to communicate part or all of one piece of information would prevent the establishment of a possible work relationship.

Your data will be kept, unless you express otherwise, to carry out further selections, with a possible prior update and for a period of time which shall not exceed the time needed for the purposes for which they were collected and subsequently processed.

We ask you, moreover, not to include in your curriculum any sensitive data (racial or ethnic origin, religious, philosophical or other convictions, political opinions, membership of religious, philosophical, political or trade union parties, associations or organisations, state of health and sexual life), which we will, in any case, cancel.

Pursuant to Articles 7, 8, 9 and 10 of Leg. Decree N° 196 of 30<sup>th</sup> June 2003, you have the right to ask the owner of the data processing:

- to confirm the existence of personal data concerning you and to communicate in a comprehensible form such data, their origin, purpose and the individuals to whom the data may be communicated, as well as the form in which processing was made;
- to cancel, transform into an anonymous form, or block any data processed in violation of the law;

Furthermore, you have the right to oppose for legitimate reasons the processing of personal data that regard you.

The owner of the data processing is the company MATTIROLI ASSOCIATI SRL, with main office in Perugia, in Via Martiri dei Lager, 58.

Perugia,  
14/05/2004

MATTIROLI ASSOCIATI SRL

### **MATTIROLI ASSOCIATI SRL**

Società accreditata dal Ministero del Lavoro e Politiche Sociali  
all'attività di ricerca e selezione del personale (Prot. n. 1065/R del 12/02/02)

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