

## Careers Page Privacy Statement

This Privacy Statement describes our practices with respect to Personal Data collected in the context of the recruiting activities and talent community of Delivery Hero (please refer to section 1 below to find out more about who exactly Delivery Hero is), including on our online careers platform available at [careers.deliveryhero.com](https://careers.deliveryhero.com) (the "Website"). This Privacy Statement further provides information on your rights under applicable data protection laws, including the European Union's General Data Protection Regulation ("GDPR"). For the purposes of this Privacy Statement, 'Personal Data' is any data under Art. 1 No. 1 GDPR, i.e. data which relates to an individual who may be identified from that data, or from a combination of a set of data.

*This Privacy Statement does not apply if you are only a visitor of our corporate website. For our website privacy statement, please visit <https://www.deliveryhero.com/privacy-policy/>.*

### 1. **Who is the data controller?**

Delivery Hero SE, Oranienburger Straße 70, 10117 Berlin, Germany, [info@deliveryhero.com](mailto:info@deliveryhero.com) ("Delivery Hero SE") is the data controller responsible for the processing of your Personal Data on the Website and when applying for a position with Delivery Hero SE. Delivery Hero SE has subsidiaries and affiliated companies all over the world forming the global Delivery Hero group of companies ("Delivery Hero", "we"/"us"/"our"). When you apply for a job with Delivery Hero, please be aware that Delivery Hero SE and the respective Delivery Hero company which you seek employment with will both be responsible for processing your data if you use the Website to get in touch with us (the GDPR calls this joint controllership). This means you can assert your rights both against Delivery Hero SE as well as against the recruiting company of Delivery Hero. If you only apply for a position with Delivery Hero SE, Delivery Hero SE will remain the sole data controller. On the Website you will be presented with additional information on which Delivery Hero company exactly is recruiting you (as these companies might vary depending on which country you would like to work from),

You can reach Delivery Hero's data protection officer for any privacy-related questions or feedback by mailing to [dpo@deliveryhero.com](mailto:dpo@deliveryhero.com).

### 2. **What type of personal data do we process and how do we collect it?**

*Information you actively provide to us when you apply for a job ("Application Data"):*

We primarily receive information when you use the contact form, subscribe to job alerts or apply for a job on the Website (our "Services") on the Website. When you use our Services we may require you to provide us with certain Personal Data such as name, email address, phone number or other contact data in order to contact you or to answer your queries. While applying for a job you may also be required to provide your resume/CV, educational certificates or a cover letter which may contain additional Personal Data. The exact data fields can be found on the application form on the Website.

We need your Application Data for the solicitation, evaluation, and selection of candidates for employment with Delivery Hero. Thus, your Application Data will be processed for the purposes of managing our recruitment related activities, which include setting up and conducting interviews or, in certain cases, background checks, and as is otherwise needed in the recruitment and hiring processes. With your consent, we will also use your Application Data to maintain our talent pool and to contact you in the future with job offers. Our legal basis for processing your Application Data is Art. 88 GDPR in conjunction with section 26 of the German Federal Data Protection Act.

**We kindly ask you not to send us special categories of personal data without first granting your explicit consent for us to process such data (e.g. ethnic origin, political opinions, religious or philosophical beliefs). We do not need this information for the application process.**

*Information collected during cognitive assessments in the course of the application process ("Assessment Data"):*

With regard to our recruitment of programmers and technical engineers, please be aware that we might conduct certain online coding skill tests to assess your suitability for employment with Delivery Hero by asking you to solve a programming problem; these might include live-coding assessments. The tests will be conducted through an online assessment platform operated by one of our third-party providers. To invite you to do these online assessments, we will send you a direct link once you have applied for a position with Delivery Hero. You will learn more about the identity of our service provider before you start the assessment. We will process Assessment Data for the sole purpose of assisting our recruiters in determining if you will be successful in the role for which you have applied and evaluating and assessing the results of your test. We will not use the assessment result for any automated decision-making. Our legal basis for processing Assessment Data is Art. 88 GDPR in conjunction with section 26 of the German Federal Data Protection Act.

*Information gathered from third parties ("Third-Party Candidate Data"):*

To be able to offer you a position with our organization, we may process Personal Data collected not directly from yourself but from third parties. If this is the case, we will send you a notification without undue delay after adding your data to our systems, e.g. by email (unless you have already received such a notification from the third party who transmitted the data to us). Your Personal Data will either be obtained from publicly available sources (e.g. career networks such as LinkedIn, Glassdoor, Indeed or others; we do not collect data from social media) or provided to us by someone who referred you for potential employment, such as a Delivery Hero employee, a recruitment agency or a headhunter. In some instances, if required to verify your information, we will initiate a limited verification process for the documentation and references

you have provided by double checking your information with former employers or educational institutions. If we conduct such checks we will notify you separately in writing prior to launching the assessment.

Your Personal Data will be processed solely for the purpose of managing our recruitment-related activities, which include setting up and conducting interviews and tests for candidates, evaluating and assessing the results thereto, and as is otherwise needed in the recruitment and hiring processes. Such processing is legally permissible under Art. 6(1)(f) GDPR as well as Art. 88 GDPR in conjunction with section 26 of the German Federal Data Protection Act as it is necessary for the purposes of the legitimate interests pursued by Delivery Hero which are the solicitation, evaluation, and selection of candidates for employment.

*Information Collected During Your Registration for Our Talent Community (“Talent Community Data”):*

You might also choose to join our Talent Community without immediately handing in your application for a specific position with Delivery Hero (either by creating a job alert or using the chat bot on the Website). In this case, we will collect your personal data (contact details eg. name, phone number, email address, home address, uploaded documents). Will will process this data in order to keep you up-to-date for future job opportunities at Delivery Hero, provide you with updates on our business activities or ask you for feedback to let us know about your experience with Delivery Hero. The open positions are advertised through newsletters, through direct emails from our recruitment team and the general follow up messages as part of our recruitment process. If you sign up for one of our talent events (either in one of our offices or online), we will process your Talent Community Data for the aforementioned purposes as well as for the organization of the event.

The legal basis for the processing of your Talent Community Data is your consent in accordance with Art. 6 (1)(a) GDPR. You are free to withdraw your consent at any point in time by de-registering from our Talent Community.

*Automated Decision-Making*

Your application will always be reviewed by a human being. We do not rely on solely automated decision-making for the purposes of Art. 22 GDPR.

### **3. How is your personal data shared?**

- 3.1. **Service providers.** The Website is powered by our database providers, the online recruiting service, human resources management and applicant tracking systems Phenom and Workday. Your Personal Data will be processed on behalf of Delivery Hero by our data processors, cloud services providers engaged by Delivery Hero to help manage our recruitment and hiring process on our behalf. We will ensure an adequate level of protection for Personal Data processed in

accordance with this Privacy Statement at any point in time. All transfers will be subject to appropriate safeguards such as binding corporate rules or approved standard contractual clauses. Where necessary, we have implemented supplementary security measures under the standard contractual clauses certified by the EU Commission to provide an adequate level of data protection for any transfers outside the EU. You can obtain a copy of the standard contractual clauses by contacting us.

- 3.2. **Group companies.** Delivery Hero is an organization with a global footprint. Therefore, we share information between Delivery Hero companies located in different countries, on a strict need-to-know basis. All Delivery Hero companies use Application Data, Assessment Data or Third-Party Candidate Data for the sole purpose of managing your application and only the Delivery Hero company which you are seeking employment with will receive your Personal Data. Delivery Hero SE will also process your Talent Community Data if you have signed up for our talent community but will not share this data with other Delivery Hero companies unless you have signalled to us that you are interested in a specific Delivery Hero company.

All Delivery Hero companies must honour this Privacy Statement as well as strict intra-group data transfer agreements. We ensure an adequate level of protection for Personal Data within the scope of the GDPR even where Personal Data is shared with a Delivery Hero company located outside the European Economic Area (EEA). As a rule, if you apply for a job in the EEA, we will not share your Personal Data with Delivery Hero companies outside the EEA unless you have let us know you are also interested in a position outside the EEA. Our legal basis for the sharing of data within Delivery Hero is Art. 6(1)(f) GDPR.

- 3.3. **Third parties.** We do not share Personal Data about our candidates with any third parties unless we have our candidates' specific permission to do so, or we share information with private or public authorities that will enable us to fight fraud and abuse on our network, to investigate suspected violations of law, or to fight any other suspected breach of applicable law. This also includes screening our candidates in relation to international sanctions in the context of international security threats, terrorism or money laundering. In any case, you will be notified before we share your personal data with any third parties.
- 3.4. **Business transfer.** As a matter of policy, we do not rent or sell Personal Data about our candidates with non-affiliated third parties unless we have specific consent to do so. In the event that our business or a division of our business is reorganized or sold and we transfer all or substantially all of our assets to a new owner, your Personal Data may be transferred to the buyer, subject to appropriate privacy safeguards.

#### 4. For how long do we retain your personal data?

After your application, unless you are starting your employment with us, with your consent, we will store your Application Data for future consideration in our talent pool for a duration of 24 months after you have completed the application process (only if you have chosen to join our Talent Community). Before the end of this retention period we will contact you via email to ask you if you want to remain in our talent pool and extend your consent or if you would rather be deleted upon expiration of the initial retention period.

If you do not grant us your consent for a longer retention period, we will store your Application Data for a period of 6 months after we have let you know that we currently cannot offer you a position with our organization.

We keep all other Personal Data no longer than necessary for the purpose for which we obtained them and for any other permitted compatible purposes, including compliance with legal obligations in the field of employment law. Group records management schedules document the applicable minimum retention periods required by local laws.

#### 5. What legal rights do you have?

As a data subject under the GDPR, you have the following rights:

- *Access*: You have the right to access your Personal Data (including a copy of it);
- *Rectification*: You can ask us to have inaccurate Personal Data corrected;
- *Erasure*: You can ask us to erase Personal Data in certain circumstances and, even before deletion of your data, you can request for certain Personal Data to be marked as restricted for processing;
- *Withdrawal of consent*: You can withdraw at any time any declaration of consent that you have given us and prevent further processing if there is no other legitimate ground upon which Delivery Hero is permitted to process your Personal Data;
- *Portability*: You can ask us to provide you with a copy of your Personal Data in a such a form that you can send it to a third party;
- *Complaints*: You can raise a complaint about our processing with the data protection authority in the EU Member State of your habitual residence, place of work or place of where you think a violation of the GDPR has occurred. In the case of cross-border data processing, you can also lodge a complaint with our lead supervisory authority in Berlin, Germany.
- ***Objection*: You have the right, for reasons arising from your particular situation, to object at any time to the processing of your Personal Data, which is processed on the basis of Art. 6(1)(f) GDPR (data processing on the basis of a balance of interests); this also applies to any profiling for the purposes of Art. 4(4) GDPR based on this processing. If you object, we will no longer process your Personal Data in the future unless we can prove compelling grounds for the processing that outweigh your interests, rights and freedoms.**

If you would like to exercise your legal rights, please contact us using this link:  
<https://careers.deliveryhero.com/global/en/emailpersonalinfo>