Privacy Policy

This Privacy Policy explains how we, as the data controller, process your personal data on the rob4job.com website. We process personal data in accordance with applicable legal regulations, in particular Regulation (EU) 2016/679 of the European Parliament and of the Council (GDPR).

I. Data Controller

The controller of your personal data is the company operating this website:

ROB4JOB s.r.o.
Národních hrdinů 891
190 12 Prague 9 – Dolní Počernice
Czech Republic

Company ID No.: 26316307
VAT ID No.: CZ26316307
E-mail: info@rob4job.com
Phone: +420 222 980 662

(hereinafter referred to as the "Controller")

II. What Personal Data We Process and for What Purposes

We obtain personal data directly from you, in particular when you contact us via a form on the website, send us your CV, or use our website.

1. Contact and Inquiry Form

If you contact us via the website form regarding robotization, automation, or other cooperation, we may process the following data:

- first name and surname,
- e-mail address,
- company name,
- the content of your message,
- and any other information you voluntarily provide.

Purpose of processing:
Handling your inquiry, processing your request, preparing an offer, and communicating with you in connection with a possible contractual relationship.

Legal basis:
Steps taken prior to entering into a contract and our legitimate interest in handling your inquiry.

2. Careers and Recruitment

If you apply for a job vacancy and send us your CV, we may process:

- first name and surname,
- e-mail address,
- phone number,
- information about your education,
- information about your work experience,
- and any other information included in your CV or cover letter.

Purpose of processing:
Carrying out the recruitment process for the relevant job position.

Legal basis:
Steps taken at your request prior to entering into an employment contract or a similar contractual relationship.

3. Website Use, Cookies, and Analytics Tools

When you visit our website, we may also process data related to your use of the website through cookies and similar technologies. The current cookie policy on the website explains that the site uses cookies and related technologies and describes multiple cookie categories, including technical/functional cookies and additional categories managed through the consent layer. (rob4job)

This may include in particular:

- technical information about your device and browser,
- IP address or a shortened / pseudonymised IP address,
- information about the pages you visit,
- time spent on the website,
- traffic source,
- user behaviour on the website,
- information about granted consents and cookie settings.

Purpose of processing:

- ensuring the proper functioning of the website,
- storing user preferences,
- measuring website traffic,
- evaluating website performance and usage,
- improving the content, structure, and functionality of the website,
- and, where applicable, displaying external content or using additional third-party services if they are enabled on the website.

Legal basis:

- for necessary cookies, our legitimate interest in the proper functioning and security of the website,
- for analytics, statistical, preference, or marketing cookies, your consent granted through the cookie banner/settings, where such consent is required under applicable law.

More detailed information about the cookies used and their categories is available in our **Cookie Policy**. You may change or withdraw your consent to non-essential cookies at any time through the cookie settings on the website. The public cookie policy currently states that the website uses cookies and related technologies and includes category-based consent management. (rob4job)

III. How Long We Retain Your Data

We retain personal data only for as long as necessary to fulfil the purposes described above.

1. **Inquiries and contact forms**
   We retain the data for the period necessary to handle your message and subsequently for up to 3 years after our last communication, unless a longer-term business relationship is established or another legitimate reason for longer retention exists.
2. **Recruitment and CVs**
   We retain the data for the duration of the relevant recruitment process. After the recruitment process ends, your documents will be deleted or destroyed unless you give us consent to retain them for future job opportunities.
3. **Cookies and analytics data**
   The retention period for individual cookies varies depending on their type and the specific service used. Details on retention periods are provided in the **Cookie Policy** or in the cookie settings on the website.
4. **Accounting and contractual documentation**
   If a contract is concluded, some personal data may be retained for the period required by applicable law, especially in the area of accounting and tax obligations, typically for up to 10 years.

IV. Who May Receive Your Data

We do not sell your personal data. Access to your personal data is granted only to our employees and trusted partners who help us operate the website and provide our services.

Recipients may include in particular:

- website hosting and server service providers,
- IT administrators and technical support providers,
- providers of form, analytics, security, or marketing tools, where such tools are used on the website,
- other processors who provide technical operation of the website or related services on our behalf.

We ensure that all processors are bound by appropriate contractual and organisational safeguards for the protection of personal data.

If third-party services are used, personal data may in exceptional cases be transferred outside the European Union. In such cases, we ensure that any such transfer takes place in compliance with the GDPR, for example on the basis of an adequacy decision or standard contractual clauses.

V. Your Rights

Under the GDPR, you have the following rights:

- the **right of access** to your personal data,
- the **right to rectification** of inaccurate or outdated data,
- the **right to erasure** of personal data where they are no longer necessary or where there is no other legal basis for processing,
- the **right to restriction of processing**,
- the **right to object** to processing based on legitimate interest,
- the **right to data portability**, where processing is carried out by automated means on the basis of consent or a contract,
- the **right to withdraw consent at any time**, where processing is based on consent; withdrawal of consent does not affect the lawfulness of processing before such withdrawal,
- the **right to lodge a complaint** with the supervisory authority, namely the Czech Data Protection Authority (Úřad pro ochranu osobních údajů), Pplk. Sochora 27, 170 00 Prague 7, Czech Republic, or via its website.

VI. Security of Personal Data

We have implemented appropriate technical and organisational measures to protect your personal data against loss, misuse, unauthorised access, or other unauthorised processing.

The website uses secure HTTPS encryption, which protects communication between your device and the server.

VII. Final Provisions

We may update this Privacy Policy from time to time, in particular if the technologies used, cookies, legal requirements, or the way we process personal data change. We therefore recommend that you review the current version regularly on our website.

This Privacy Policy is effective as of 1.3.2026.