

Privacy Policy

(As of 27 October 2025)

1. Controller & Data Protection Officer

The controller responsible for data processing on this website ("Persowerk") is:
Persowerk Deutschland GmbH, Im Mediapark 5, 50670 Cologne, Germany.

2. Scope and Right of Withdrawal

This Privacy Policy explains how Persowerk, as operator of the domains www.persowerk.com and apply.persowerk.com ("Website" or "Websites"), collects and processes personal data.

A "User" is any individual who visits Persowerk's website ("Visitor"), has submitted an application ("Applicant"), works as a freelancer ("Freelancer"), works as a temporary employee ("Temporary Employee"), sends a booking request ("Business Client"), or uses our mobile app ("App User").

This Privacy Policy can be viewed at any time at <https://www.persowerk.com/en/privacy-policy>.
Persowerk reserves the right to amend this policy in compliance with applicable laws.

Certain processing operations are possible only with your explicit consent. You may withdraw consent already granted at any time by sending an informal email to the Data Protection Officer.

3. Right to Data Portability, Access, Rectification, Blocking, Erasure & Complaint

You have the right to receive data which we process automatically on the basis of your consent or for contract performance in a machine-readable format, either for yourself or for a third party.

You also have the right to obtain, free of charge, information about your stored personal data, its origin, recipients, and the purpose of its processing, and, where applicable, to request rectification, blocking, or deletion of such data. You may contact the Data Protection Officer in this regard.

As a data subject, you have the right to lodge a complaint with the competent supervisory authority in the event of a violation of data-protection law. For Glowstaff, the competent authority is the State Commissioner for Data Protection and Freedom of Information of North Rhine-Westphalia (LDI NRW).

4. Data of Website Visitors

We collect certain information about your device, browser, and how you interact with our content when you visit www.persowerk.com or apply.persowerk.com. We may use cookies to collect this personal data. The controller responsible in this context is Persowerk Deutschland GmbH.

Persowerk automatically stores the following information in its server log files, which your browser transmits to us:

- the Internet Protocol (IP) address of your device
- the IP address of your internet service provider
- the screen resolution of your device
- the device type (unique device identifiers – UDI)
- browser and operating-system versions
- geographical location (only the country)
- preferred language for displaying content
- date and time of access to the website
- referring URL (the internet address from which you were directed to our site)

- the operating system used
- the areas of the website you visit
- the specific pages and information you viewed
- hyperlinks clicked
- survey responses (answers to questions in surveys)
- materials you upload to or download from our website
- contact details and communications you voluntarily submit

If you choose to download reports or white papers, subscribe to newsletters or event updates, or submit an inquiry, you may be asked to complete a form providing information such as your name, email address, job title, and company.

From the moment you perform one of the actions mentioned above, we may associate the data collected about your device, browser, and website usage directly with you. If you voluntarily provide personal data, such data will be stored until the purpose ceases to exist or until you withdraw consent; in any case, it will be deleted no later than one year after your last interaction.

5. Data of Applicants and Candidates

We use your personal data to provide our personnel services. These include services in the fields of recruitment and selection, job placement, temporary employment, project placement, secondment, payroll processing, personal development, career counselling, coaching, workforce planning, and HR and payroll administration.

We collect and process personal data about you as an applicant, such as:

- **Identification data** – we may process your name, contact details (including home address, private and mobile phone number), nationality and country of residence, date of birth, (in exceptional cases) gender, digital signature, and languages spoken.
- **CV and other employment information** – we may process your CV, professional history, information about your skills, experience and educational background, as well as other relevant details (such as your photo, interview results, and personal data included in your cover letter or application).
- **Compensation and benefits information** – we may process data relating to your current remuneration and benefits, including (but not limited to) your current bonus, recurring payments, and other benefits.
- **Performance and behavioural information** – including (but not limited to) performance reviews or feedback from clients or employers with whom you have been placed.
- **Government-issued identifiers** – we may process identifiers issued by government authorities, including (but not limited to) ID number, social-security number, and pension-insurance number, where legally required.
- **Photos and video recordings** – when attending events, meetings, or conferences related to recruitment, we may process photos or videos of you.
- **Visitor information** – when entering our premises, we may collect your name, contact details, vehicle registration number, and other identifiers for security reasons. Where legally required, we may also ask you to provide health and safety information (e.g. regarding infections or illnesses).
- **Survey results** – we may process your responses to questions in surveys.
- **Information you provide** – we may process additional personal data if you choose to provide it.
- **Contracts and invoices** – depending on the service relationship (e.g. as a freelancer), we may process contract and billing information, including but not limited to bank details.

These data may be collected directly or indirectly from you — for example via email, form submission, uploading your CV, or through LinkedIn or XING (“individual application”); or by registering and creating an applicant account.

Where we have not obtained your data directly from you, we will inform you of the purpose and source of the data when contacting you in connection with our services (e.g. to draw your attention to a job offer), unless providing this information would require disproportionate effort. In that case, we will take alternative steps to safeguard your rights and freedoms.

6. Data of Temporary Employees and Freelancers

We collect and process your data for the performance of our personnel services, including placement, recruitment, assignment, payroll processing, in- and outsourcing, personal development, employability, reintegration, career counselling, outplacement, consulting, planning, and HR and payroll administration.

If you work as a temporary employee or freelancer for one of our clients, we may process, for example, the following personal data about you:

- **Identification data** – your name, contact information (including home address, private and mobile phone number), nationality and country of residence, date of birth, (in exceptional cases) gender, digital signature, and spoken languages.
- **Professional information** – data relating to your professional activities, including (but not limited to) job title, job description, work location, department, business email address, reporting structure, and employment status (full-time/part-time, etc.).
- **Financial information** – including (but not limited to) account number, bank details, VAT identification number.
- **Salary data** – including (but not limited to) recurring payments, benefits, and bonuses.
- **Performance and behavioural data** – including (but not limited to) performance reviews.
- **Disciplinary information** – details of disciplinary actions taken against you, if applicable.
- **Government identifiers** – such as ID number, social-security number, and pension number, as legally required.
- **CV and application materials** – including your CV, photo, interview notes, and information from your cover letter or application process.
- **Travel and expense data** – including travel and accommodation details, expenses, itineraries, and loyalty program information.
- **Voluntarily provided information** – including (but not limited to) information provided to IT support or helplines, or transmitted via webcam communication.
- **Vehicle information** – including (but not limited to) registration plate numbers, fines, and penalties.
- **Transportation data** – contact information (first name, last name, mobile number, private address—only where no pick-up point can be assigned), boarding and alighting times, arrival times, scheduled shift start and end times.
- **Photo and video material** – photos or videos taken during internal or external events, meetings, or conferences.
- **Union membership** – data revealing your membership in a trade union.
- **Family and relatives’ details** – including emergency contact information.
- **Access-control information** – employee badges or access cards may include your name, photo, and employee number, and may be linked to other stored data (e.g. department, phone number, vehicle registration).
- **Video-surveillance material** – recordings captured by CCTV systems.
- **Survey results** – your responses in employee or satisfaction surveys.
- **Usage information** – details on your use of company devices, software, and network access

(including browser history, use of email, internet, and social media, whether at the workplace or remotely).

- **Visitor information** – name, contact details, vehicle registration, ID data collected for security reasons; in some cases, we may request health information for safety compliance.
- **Special categories of data** – such as:
 - **Health data** – including injuries, exposures, incident reports, disabilities, illnesses, work incapacity, and maternity protection, where required by law.
 - **Religious affiliation** – data concerning religion, if needed for payroll processing. These special categories of data are handled strictly in accordance with applicable laws and protective measures.
 - **Sanctions-related information** – checks to determine whether you are a politically exposed person or subject to sanctions under applicable laws or regulations.

7. Data of Business Clients

In the context of our services, we process your personal data if you work for a company with which we conduct (or intend to conduct) business — for instance, to submit service proposals or maintain a business relationship with your employer.

We may process the following personal data about you:

- **Identification data** – your name and contact information (including email address, landline and mobile phone numbers), gender, digital signature, and spoken languages.
- **Professional information** – including your job title, work location, and department.
- **Photos and video recordings** – if you attend our events, meetings, or conferences.
- **Survey results** – your responses to questions in surveys.
- **Visitor information** – name, contact details, vehicle registration, or ID information collected for security reasons. Where permitted by law, we may also request health information (e.g. regarding infections or illnesses) for occupational safety.
- **Information you provide** – additional data you voluntarily share with us.
- **Sanctions-related information** – verification of whether you are a politically exposed person or otherwise subject to sanctions.

8. Data of App Users

In connection with our services, we use a mobile app for workforce scheduling and time tracking. It enables our temporary staff to apply for assignments, record working hours, and access internal information.

Data may be transmitted by Persowerk to processors engaged for executing contractual relationships, in particular Teamhero GmbH, Alt-Moabit 19, 10559 Berlin, Germany.

We process the following personal data about you:

(→ identical to the categories already described for temporary employees, including identification, employment, financial, behavioral, and special-category data.)

9. Storage Period of Personal Data

Your data will be retained for as long as necessary to fulfil the respective purpose, taking into account statutory retention periods. Where data must be stored due to legal obligations, it will be deleted after the applicable retention period expires. Fiscal retention obligations generally amount to ten years.

If you assert a legitimate deletion request or withdraw your consent to data processing, your data will be deleted unless we have other legally permissible reasons for retention (e.g. tax or commercial law obligations). In such cases, deletion will occur once these reasons no longer apply.

10. Purposes and Legal Bases of Data Processing

Persowerk relies on **Article 6(1)(a) GDPR** as the legal basis for processing operations for which we obtain consent for a specific purpose. The following purposes apply:

- **Contract performance and pre-contractual measures (Article 6(1)(b) GDPR):**

Your personal data is processed to fulfil contractual obligations and carry out pre-contractual actions. This includes handling enquiries, orders, and the provision of services.

- **Compliance with legal obligations (Article 6(1)(c) GDPR):**

We process your data to comply with statutory obligations, e.g. retention duties under commercial or tax law.

- **Legitimate interests (Article 6(1)(f) GDPR):**

In certain cases, we process your data to safeguard our legitimate interests or those of third parties, for example to ensure IT security, prevent misuse, assert legal claims, and defend against legal disputes.

- **Consent (Article 6(1)(a) GDPR):**

Where you have given consent to the processing of your personal data for specific purposes, processing is based on that consent. You may withdraw your consent at any time with future effect.

- **Public interest (Article 6(1)(e) GDPR):**

In certain cases, we may process your data to perform a task carried out in the public interest or in the exercise of official authority vested in us.

11. Sharing of Personal Data

We may share your personal data with the following categories of recipients:

- clients within the scope of our services, including hiring, placement, and payroll activities;
- competitors of the controller within the framework of Master Vendor or Managed Service Provider projects;
- third parties providing personnel-related services (e.g. payroll-accounting providers);
- third parties providing IT-related services (e.g. cloud infrastructure or database providers supporting our IT systems);
- third-party providers of marketing-related services (e.g. CRM systems, event or survey organisers, newsletter services);
- professional service providers (e.g. auditors, tax advisers, lawyers);
- banks and insurance institutions (e.g. for payment of salaries to temporary employees);
- pension funds;
- public authorities (e.g. social-security or tax offices, where required by law);
- law-enforcement agencies, courts, and supervisory bodies (e.g. when disclosure is required for criminal investigations).

We may also disclose personal data to third parties:

- in the event that we sell or purchase a business or assets, in which case we may share your

personal data with the potential buyer or seller; or

- if all or a substantial part of our assets are acquired by a third party, in which case the personal data held about you may be among the transferred assets.

When personal data is shared as described above, it may be transferred both within and outside the European Economic Area (EEA). In such cases, we ensure compliance with applicable law and adequate protection levels under Articles 44 ff. GDPR.

Transfers outside the EEA (e.g. to the United States) are carried out only when:

- the recipient country ensures an adequate level of data protection;
- the transfer is based on the EU Commission's Standard Contractual Clauses; or
- other suitable safeguards under Article 46 GDPR are in place.

Disclosure to Affiliated Companies

As part of our services, personal data may be disclosed to our affiliated company, Glowstaff GmbH, Im Mediapark 5, 50670 Cologne.

Such disclosure takes place where necessary for handling your enquiry, personnel placement, or the performance of pre-contractual measures. Both companies cooperate closely and may each process the transmitted data for the aforementioned purposes.

Disclosure and Remunerated Transfer to Partner Companies

Furthermore, personal data may be disclosed to carefully selected partner companies operating in the fields of temporary staffing, personnel placement, recruiting, event, or marketing services. These companies may use the transmitted data to process enquiries, submit personnel or project offers, or pursue their own business purposes.

Disclosure or transfer may also take place on a remunerated basis — that is, Persowerk Deutschland GmbH or Glowstaff GmbH may receive a commission or other compensation for providing, referring, or transmitting personal data.

Data sharing occurs exclusively on the basis of consent under Article 6(1)(a) GDPR or for the protection of legitimate interests under Article 6(1)(f) GDPR, provided that no overriding interests of the data subject prevail. All recipients are obliged to comply with applicable data-protection provisions and to use personal data only within the agreed purposes.

Remunerated transfers may particularly occur when enquiries or applications submitted via this website are relevant to a specific project or personnel profile for our partner companies.

12. Data Protection Officer and Contact

Persowerk Deutschland GmbH
Im Mediapark 5
50670 Cologne, Germany
Mr Jan Barenbrock
Email: kontakt@persowerk.de

You may exercise your rights by contacting us at the email address above.

We will handle your request with special care to ensure your rights can be effectively exercised. To

prevent unauthorised disclosure, we may request proof of identity. In some cases (e.g. due to legal obligations), we may not be able to process your request immediately.

13. Cookies

Our websites use so-called “cookies.” Cookies are small data files that do not cause any damage to your device. They are stored either temporarily for the duration of a session (session cookies) or permanently (persistent cookies) on your device. Session cookies are automatically deleted after your visit ends. Persistent cookies remain stored until you delete them yourself or your browser deletes them automatically.

Cookies may originate from us (first-party cookies) or from third-party providers (third-party cookies). Third-party cookies enable the integration of certain services from external providers within websites (for example, for payment processing).

Cookies serve various purposes. Many cookies are technically necessary because certain website functions would not work without them (for example, shopping-cart functionality or video display). Other cookies are used to analyse user behaviour or for advertising purposes.

Cookies required for electronic communication processes, to provide certain desired functions (e.g. shopping cart), or to optimise the website (e.g. audience-measurement cookies) are stored based on **Article 6(1)(f) GDPR**, unless another legal basis is specified. The website operator has a legitimate interest in the storage of necessary cookies to ensure the technically error-free and optimised provision of services.

Where consent for the storage of cookies or comparable recognition technologies has been requested, processing is carried out exclusively on the basis of such consent (**Article 6(1)(a) GDPR** and **§ 25(1) TTDSG**); consent may be revoked at any time.

You can configure your browser to inform you about the placement of cookies, to allow cookies only in specific cases, to exclude them entirely, or to automatically delete cookies when closing the browser. If cookies are disabled, the functionality of this website may be limited.

The cookies and services used on this website are described below:

13.1 Necessary Cookies

Necessary cookies are essential for the core functions of the website. Without them, the website cannot operate as intended. These cookies do not store any personal data.

1. **PHPSESSID (duration: session)**
Native to PHP applications. Stores and identifies a user's unique session ID to manage user sessions on the website. Deleted once all browser windows are closed.
2. **Cookieyes-consent (duration: 365 days)**
Set by CookieYes to store users' consent preferences so that they are respected on subsequent visits. No personal information is collected or stored.
3. **wpEmojiSettingsSupports (duration: session)**
Set by WordPress when a user interacts with emojis on a WordPress site. Helps determine whether the browser can correctly display emojis.

4. **_wpfuuid (duration: 1 year, 1 month, 4 days)**

Set by the WPForms WordPress plugin. Used to associate entries from the same user and enable certain premium features such as the Form Abandonment Add-on.

13.2 Functional Cookies

Functional cookies support certain functionalities, such as sharing website content on social-media platforms, collecting feedback, and enabling third-party services.

1. **pll_language (duration: 1 year)**

Set by Polylang to remember the language selected by the user upon returning to the website and to obtain language information when otherwise unavailable.

2. **AMA_af2a999d3d83c68b84bace879ecd2b11, i18nLocale, coveto_domain (duration: session)**

Set by Coveto to display job listings and forward applicants.

13.3 Analytics Cookies

Analytics cookies are used to understand how visitors interact with the website. These cookies provide information on visitor counts, bounce rates, and traffic sources.

1. **ga, _ga, _gid, gat_gtag_UA (duration: 1 year, 1 month, 4 days)**

Set by Google Analytics to calculate visitor, session, and campaign data and to track website usage for analytical reports. Stores information anonymously and assigns a randomly generated number to recognise unique visitors.

2. **CLID, _click, _clsk, SM (duration: 1 year)**

Set by Microsoft Clarity to record how visitors interact with the website and to help produce analytical reports (including visitor counts, geographic location, and visited pages).

3. **_fbp (duration: 3 months)**

Set by Facebook to deliver advertising either on Facebook or other digital platforms supported by Facebook Ads after visiting the website.

4. **MR (duration: 7 days)**

Set by Bing to collect user information for analytical purposes.

5. **lo-uid, lo-visits, lo-domain-check-1716227161555 (duration: 1 year, 1 month, 4 days)**

Set by LuckyOrange to calculate visitor, session, and campaign data and to track usage for analytics. Stores information anonymously and assigns a random identifier.

13.4 Performance Cookies

Performance cookies are used to understand and analyse key performance indicators of the website to help deliver a better user experience.

1. **SRMB (duration: 1 year, 24 days)**

Set by Microsoft Advertising as a unique identifier for visitors.

13.5 Advertising Cookies

Advertising cookies deliver personalised ads to visitors based on previously viewed pages and help measure the effectiveness of advertising campaigns.

1. **_ttp, _tt_enable_cookie (duration: 1 year, 24 days)**
Set by TikTok to monitor and improve the performance of advertising campaigns and to personalise the user experience.
2. **MUID (duration: 1 year, 24 days)**
Set by Bing to identify individual web browsers visiting Microsoft sites. Used for advertising, analytics, and other operations.
3. **ANONCHK (duration: 10 minutes)**
Set by Bing to store the user's session ID and verify ad clicks from Bing Search. Supports reporting and ad personalisation.
4. **fr (duration: 3 months)**
Set by Facebook to display relevant ads by tracking user behaviour across the web on sites with the Facebook Pixel or Facebook Social Plugin.

Contact Us

If you have any questions regarding this policy, data-protection concerns, or wish to exercise your rights, or if you would like further information about the safeguards applied to protect your personal data when transferred outside the EEA, please contact us at kontakt@persowerk.de.

Legal Notice

This English translation of the Privacy Policy is provided for informational purposes only. In the event of any discrepancies or inconsistencies between the English and German versions, the German version shall prevail.