**DATA CONTROLLER:** MARPORT LIMAN ISLETMELERI SAN VE TIC A.S.

 Umurbey Mah. Liman Cad. No:38/1 Konak, Izmir

MARPORT LIMAN ISLETMELERI SAN VE TIC A.S. (Data Controller), processes, stores and protects your following personal data:

* **Identification Information:** Name, surname, date of birth, place of birth, gender, nationality, TR ID number, identity information, photo, marital status, number of children, name and profession of your spouse,
* **Contact Information:** Your address, telephone number, e-mail address, mobile, work and home phone numbers,
* **Personal Information:** Your signature, information about your military service status, if present the information of your driver's license, the date that you started working, educational information, professional experience information, reference information, information collected within the scope of your job application, CV, foreign language information, information about your course-certificate-accession documents, information about family members and relatives, personal information, wage, benefits, information about your past and current working conditions, your occupation, duty and job title information, your foreign identity number if you have one, the information regarding the interviews you had as part of the human resources processes.
* **Visual and Audio Information:** Your photographs and camera records.

Therefore, as the Data Controller, we would like to inform you according to the Personal Data Protection Law (Law) no. 6698.

1. **The Method of Collecting Personal Data and Legal Reason:**

Your personal data refers to “any information related to an identified or identifiable natural person" collected in physical and electronic environments for the purposes stated in this obligation to inform.

Your personal data is collected through the following ways: the job application form that you’ve filled out, the resumes you have shared, the job applications you made on our web page, the forms you filled out that are defined in our Human Resources procedures, the records and documents received from your contracted service providers, measurement-evaluation tools applied by Human Resources, the Human Resources forms you additionally filled out as a result of the requested information, the interviews conducted with you and the e-mail correspondences and phone calls you had with our company.

Your personal data is processed for the following legal reasons specified in Article 5 of the Law; “clearly prescribed by law ", "when the establishment of a contract or its performance is directly related to the processing of personal data belonging to the parties of the contract", "the necessity of personal data processing in order to fulfil the legal obligation of the data controller", "the establishment, use or protection of a right to process personal data" and " data processing is mandatory for the legitimate interests of the data controller, provided that it does not harm the fundamental rights and freedoms of data subject".

1. **Purposes of Processing Your Personal Data**

Your personal data collected will be processed for the purpose of;

Conducting selection and placement processes of candidates/trainees/students,

Execution of candidates' application processes,

Conducting communication activities,

Planning human resources processes.

1. **Transfer of Personal Data:**

Your personal data collected in accordance with the Law and the articles above are transferred to our local and international business partners and suppliers, to the Data Controller business partners, legally competent and responsible public institutions, organizations and persons in accordance with the basic principles stipulated by the Law and within the scope of the personal data processing conditions and purposes specified in Articles 8 and 9 of the Law and for the purposes set out above.

1. **Your Rights as Personal Data Owner**

As a data owner, you may send your requests, within the scope of Article 11 of the Law regulating the rights of the data subject, to the address of data controller’s in written form with a handwritten signing according to “Communiqué on Application Procedures and Principles to the Data Controller”. You may also send an electronically signed e-mail to marportliman@hs03.kep.tr, and if you have previously sent an e-mail to us, you may send another e-mail kvkkirtibat@marport.com.tr by using the same e-mail address and you may contact the data controller or the data controller’s contact person via other methods stated in the Communiqué.

The Data Controller shall conclude your request as soon as possible and within at the latest 30 (thirty) days as of the date of notification according to the nature of your request.

If you want to receive detailed information about the processing of your personal data, you may check out the following link "Personal Data Protection and Processing Policy".