



CANDIDATE PRIVACY NOTICE

This Candidate Privacy Notice (this “Notice”) describes, among other things, how Advanced Energy Industries, Inc. (“Advanced Energy” or the “Organization”) collects, processes, and uses your personal information (i.e., personal contact details such as name, job title, home addresses, telephone numbers, and personal email addresses, birthdate, sex, recruitment information, and employment records) (“Personal Information”) during your recruitment process with Advanced Energy. Should you be selected for a position at Advanced Energy, you will be provided with Advanced Energy’s Employee Privacy Notice, which further explains the processing of your Personal Information for purposes of concluding an employment contract with Advanced Energy and processing during and after the expiration of the employment relationship.

INFORMATION THAT WE COLLECT

We collect Personal Information from you when you provide it to us, such as when you communicate with us and submit information to us as part of the application process. We may also collect your Personal Information from third parties, such as recruiters who share information about potential candidates with us. We may collect and process the following Personal Information:

- Personal contact details such as name, job title, home addresses, telephone numbers, and personal email addresses;
- Date of birth;
- Place of Birth;
- Sex;
- Language skills;
- Citizenship and employment eligibility;
- Family background (including family members that are current or former employees);
- Membership and club affiliations;
- Emergency contact information;
- Information about professional qualifications (technical skills, certifications, etc.);
- Employment reference information; and
- Employment and educational history.

SOURCES OF PERSONAL INFORMATION

The above information may be collected in the following methods listed below:

- Job applications (hard copy or electronic copy);

- Resume(s)/curriculum vitae(s);
- Contact details for references and references feedback;
- Information provided during job forums and recruitment events;
- Information forwarded by recruitment agencies;
- Pre-employment screening services including reference checks, background checks, etc.;
- Governmental agencies including immigration services, garnishments, etc.;
- Legal notices or processes.
- Publicly available sources such as your social media profile (e.g., LinkedIn, Twitter, and Facebook);

Note, the above information is received by Advanced Energy in various forms including hard-copy and electronic form, delivered in-person, or via email, fax, website, social media, etc.

PURPOSE OF PROCESSING

During the recruitment process, we only process data that is necessary to assess your suitability for the position you are applying for and, in the case of a successful candidacy, for the conclusion of the employment contract.

SHARING PERSONAL INFORMATION

Access to your Personal Information within Advanced Energy is limited to employees and staff who need to access the data for the performance of their work-related tasks and duties involving the recruitment process.

We will only transfer your data to third parties if it is necessary for the recruitment process. For example, we may use third-party service providers, such as cloud services providers, who might have access to your Personal Information. These third parties are contractually bound by terms of confidentiality with Advanced Energy and the same data privacy rules in usage at Advanced Energy, as required by applicable law.

TRANSFERS OF YOUR INFORMATION TO THE U.S.

Advanced Energy collects your Personal Information and processes and stores that Personal Information in databases located in the United States. As such, we may store and process information on servers located outside of the country where you originally deposited the data. If you are providing us your Personal Information from a country outside the United States, you should be aware that you may transfer personally identifiable information about yourself to the United States, and that the data protection laws of the United States may not be as comprehensive as those in your own country. By providing your Personal Information, you consent to the transfer of such information to the United States.

YOUR RIGHTS

To the extent any data privacy law applies to the collection of your Personal Information, you may have certain rights in relation to your Personal Information. Subject to any limitations or exceptions under law, these rights may include any of the following:

- Right to Know and Right to Access. You may have the right to know and right to access what Personal Information is processed by Advanced Energy.
- Right to Correct Inaccurate Personal Information. If you believe that Advanced Energy holds any incomplete or inaccurate data about you, you may have the right to ask Advanced Energy to correct and/or complete the information.
- Right to Delete. You may have the right to request deletion of your Personal Information collected by Advanced Energy.
- Right to Opt Out of Sale or Sharing of Personal Information. You may have the right to opt out of the sale or sharing of your Personal Information. However, Advanced Energy does not sell or otherwise disclose Candidates' Personal Information for monetary or other consideration to any third parties.
- Right to Limit Use and Disclosure of Sensitive Personal Information. You may have the right to direct Advanced Energy to limit its use of your sensitive Personal Information to that use which is necessary for the purposes stated above.
- Right to Transfer. You may have the right to request that we transfer your Personal Information to a third party.
- Right to Revoke Consent. You may have the right to revoke your consent to our processing of your Personal Information.
- Right to Opt Out of Automated Decision-making Technology. You may have the right to opt out of the automated processing of your Personal Information.
- Right of No Retaliation Following Opt Out or Exercise of Privacy Rights. Advanced Energy does not discriminate or retaliate against California residents who exercise their rights under the CCPA.

Note, the GDPR applies to applications to European AEI companies. The legal basis for data processing is Article 88 GDPR in combination with local regulations / Article 6(1)(a) GDPR.

EXERCISING YOUR RIGHTS

In order to exercise your rights under this Privacy Notice and applicable data protection laws, you can contact us through one of the following methods:

Email: dataprivacyoffice@aei.com

Call us: 800-249-7652

Write us: Advanced Energy
Attention: Privacy Office
1595 Wynkoop Street, Suite 800
Denver, CO 80202

Online Form: [Request Form](#)

If Advanced Energy receives a request from you to exercise any of the above rights, Advanced Energy may ask you basic questions to identify which Personal Information is associated with you and to verify your identity before acting on the request; this is to confirm that your data is protected and kept secure. For certain rights listed above, you may be able to exercise those rights by logging in to your employee career profile [here](#).

DATA SUBJECT COMPLAINTS

If you believe that Advanced Energy is failing to adequately meet any of the rights outlined above, you may file a complaint with the relevant Data Protection Authority. Advanced Energy can identify this supervisory authority upon request.

CONSEQUENCES OF NOT PROVIDING YOUR PERSONAL INFORMATION

You are not obligated to provide your Personal Information to Advanced Energy. However, as this information is required for Advanced Energy to employ you, Advanced Energy may not be able to extend an offer of employment or employ you without the provision of certain Personal Information.

RETENTION OF PERSONAL INFORMATION

Advanced Energy will not maintain your Personal Information longer than is necessary for the purpose for which it was collected. Advanced Energy will process your Personal Information until the end of the recruitment process, i.e., until a suitable candidate has been selected and an employment agreement has been concluded with said candidate. Should you be selected for the position for which you applied, you will be provided with Advanced Energy' Employee Privacy Notice.

We may further store your Personal Information for purposes of possibly considering you for future job openings at Advanced Energy, but we will not store your information for longer than two (2) years following the conclusion of your most recent recruitment process with Advanced Energy. You may request that Advanced Energy remove your Personal Information at any time by emailing your request to dataprivacyoffice@aei.com.

SECURITY

Advanced Energy uses commercially reasonable security measures to prevent Personal Information from being accidentally lost or used or accessed in an unauthorized way. We limit access to your Personal Information to those who have a genuine business need to know it. Those processing your Personal Information will do so only in an authorized manner and are subject to a duty of confidentiality. We also have procedures in place to deal with any suspected data security breach. We will notify you and any applicable regulator of a suspected data security breach where we are legally required to do so.

UPDATING YOUR INFORMATION

To edit your profile information, you must login to your Advanced Energy Career account. After you enter your associated personal identification information, you will be able to edit or delete your profile.

REVIEW

Advanced Energy may revise this Privacy Notice from time to time and/or will update this Privacy Notice periodically.

CONTACT INFORMATION

Advanced Energy has appointed/designated our Privacy Officer that is responsible for this Privacy Notice:

Name: Sarah Ross
Title: Privacy Officer
Email: dataprivacyoffice@aei.com
Address: Advanced Energy
Attention: Privacy Office
1595 Wynkoop Street, Suite 800
Denver, CO 80202

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