

## OUR HIRING PROCESS



\*This is our general process subject to change based on position or country specific requirements.

### Application Process

#### What if I need accommodations for my interview?

Diebold Nixdorf is an Equal Opportunity Employer and are happy to assist and/or provide any reasonable accommodations to our applicants. Please contact us directly at [TalentAcquisition@dieboldnixdorf.com](mailto:TalentAcquisition@dieboldnixdorf.com)

#### Do I need a resume/CV to apply to all jobs at Diebold Nixdorf?

No you do not need a resume/CV to apply to all jobs at Diebold Nixdorf, you can submit an application with your most recent employment history.

#### Can I apply for multiple jobs?

Yes, you can apply for more than one role at once, though we recommend narrowing your choices down to a few jobs that truly match your skills, experience, and interests.

#### Do I receive confirmation that my application was received successfully?

Yes, you should immediately be notified on the screen that your application was submitted successfully as well as receive an email from our Talent Acquisition Team letting you know we received your application.

#### Timing expectation – when will I hear back after I apply?

This varies based on locations and roles. As much as we would like to be able to personally reach out to every single applicant that is unfortunately unrealistic based on our volume of applications.



## **Why should I join the Talent Community?**

The Talent Community is the best way to stay up to date on happenings here at Diebold Nixdorf and hear about new and exciting opportunities related to your interests.

## **Data Privacy**

### **What is Diebold Nixdorf's Candidate Privacy Notice? How can I request for my information to be removed from Diebold Nixdorf's recruiting processes?**

Visit [Diebold Nixdorf's \(DN\) Candidate Privacy Notice](#) to provide additional details associated with the submission and processing of personal information submitted by job applicants ("candidates") as part of DN's recruitment process.

You have rights to correct, update, request access to or deletion of your personal information. In addition, if you wish to update or otherwise make changes to your resume, simply submit a new resume.

If you wish to remove your candidate profile including your any attachments submitted completely from DN's recruitment systems, please send an email to [talentacquisition@dieboldnixdorf.com](mailto:talentacquisition@dieboldnixdorf.com). To aid in our locating your resume, please be sure to include your name and contact details as submitted with your resume.

## **Technical Support**

### **I am having issues with my browser when applying for an open position. What steps can I take to resolve them?**

Browser issues are unique to each computer, but here are a few options that may help.

- Clear cache, close browser and try to access the site again
- Reboot your device (desktop, tablet or mobile device)
- Use an alternate browser and try again

### **Is it possible to edit a submitted application or upload a new resume?**

Once your application has been submitted you will no longer have the ability to make edits to the submission.

### **Can I withdraw my application?**

You will have the ability to withdraw your application at any stage of the process. To withdraw your application, send an email to [talentacquisition@dieboldnixdorf.com](mailto:talentacquisition@dieboldnixdorf.com)