**About Us**

The DPO Centre group is a multi-national data protection compliance consultancy formed in the UK in 2017. We provide outsourced Privacy Professionals, privacy consultancy services and GDPR representation to over 800 organisations globally. The DPO Centre Canada Inc. is the most recent addition to The DPO Centre group of companies, which also consists of The DPO Centre Ltd in the UK, The DPO Centre Europe Ltd in Dublin, and The DPO Center B.V in The Netherlands, and our most recent addition, The DPO Centre Canada Inc, together with a network of representation offices throughout the 27 EU Member States.

**Our Culture**

Fundamental to our ‘#OneTeam’ philosophy is our mission is “To inspire and develop one remarkable team, that delivers the extraordinary”. Contact with the other members of our UK and Netherlands based teams will be frequent, as are the opportunities for team social activities. This therefore not only fulfils our commitment to exchange knowledge, share experiences, improve our processes and constantly improve on the best practice framework employed with our clients, but also to ensure that our new recruits quickly become integral to our motivated, sociable, and connected team.

**Why Join The Team?**

We offer the opportunity to work in a dynamic, varied and challenging role, alongside an ever-growing group of like-minded and motivated professionals, within a structured, organised and coordinated team.

As a learning organisation, we provide training, shadowing opportunities and personal development to all of our employees, along with bringing new talent into the sector via The DPO Centre Academy.

**Our People**

Within The DPO Centre family we have bakers, skaters, bike riders, walkers, avid readers, ultra-runners, budding photographers, keen travellers amongst others. Our team comes from all corners of the world, New Zealand, Argentina, Mauritius, Mexico, South Africa to name a few. Please see for yourself on our team page.

**Compensation**

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**Job title**  
Data Protection Officer (German Speaking)

**Reporting to**  
Pod Leader

**Job Location**  
Hybrid - Onsite with clients within Europe/from home

**Employment Status**  
Permanent, Full-time
• Highly competitive, salary, set according to experience, qualifications and requirements

**BENEFITS**

• Pension scheme
• 25 days annual leave + Length of service accrual
• Personal development
• Additional benefits will depend on location of the candidate

Further details on The DPO Centre and our existing team can be found at [www.dpocentre.com](http://www.dpocentre.com)

**CANDIDATE PROFILE**

First and foremost, The DPO Centre is a service business. We look only to recruit proactive, motivated, enthusiastic, customer driven, commercially aware team players, who can clearly demonstrate a passion for what they do and therefore offer an ideal fit with our core values and culture.

Due to our continued growth, we require further experienced Data Protection Officers based in either Germany or the Netherlands, who speak fluent German. You will be required to demonstrate a track record in the role, be compliance driven, able to demonstrate excellent communication and presentation skills and have the ability to influence, encourage and support positive change within an organisation.

Successful candidates will possess the ability to manage the demands of a portfolio of clients and are therefore able to prioritise effectively, navigate conflicting client demands diplomatically and maintain the highest degree of confidentiality and professionalism.

We are looking for candidates that value attention to detail and who deliver high quality work within agreed timescales. They must be well presented, with the capacity to work on their own initiative, but also to actively contribute to the constant development of our wider team.

Our services are delivered based on a balance of working remotely from home and occasional visits to clients at their offices within Europe. Our aim is that the client portfolio be local to each successful candidate’s home location, however the need for sufficient flexibility to accommodate travel and occasional overnight stays that enable full working days to be delivered to the client is a fundamental requirement of the role, therefore only candidates with the ability to accommodate this requirement should apply. All travel expenses will be covered or reimbursed.

**DUTIES AND RESPONSIBILITIES**

• Fulfil the tasks of the designated role of DPO as defined by Article 39 of the GDPR
• Inform and advise organisations of their obligations
• Implement the DPO Centre’s established processes and practices
• Create and implement strategies to ensure compliance with data protections laws
• Perform DPIAs, PIAs and LI assessments and build/maintain the client’s RoPA
• Prepare recommendation reports and corresponding Schedule of Works
• Devise, facilitate and deliver training and awareness workshops
• Support the client in responding to individuals’ rights requests
• Consistently inform and advise the client on governance, accountability and risk
• Keep up to date with changes in data protection law and regulations
• Actively contribute to building the overall knowledge base of the DPO Centre’s team

PERSON SPECIFICATION

Education and experience:
• Previous roles as a Data Protection Officer
• Ideally, a degree or high-level qualification in law
• One or more data protection qualifications such as CIPP/E etc
• Experience across three or more industry sectors or extensive experience in healthcare, financial services or multi-nationals

Personal:
• Sufficient flexibility within your personal circumstances to be able to travel to and from clients such that a full working day can be delivered
• Ability to work independently yet also be a strong team player
• Excellent communication (verbal and written) and interpersonal skills
• The ability to maintain a high degree of confidentiality, trust and credibility
• Calm, controlled and resilient demeanour
• A commercial attitude towards time management
• Capable of dealing with complex issues using advanced problem-solving and diplomatic skills
Required skills:

- Fluent in the German language
- An in-depth knowledge of data protection laws and their regulators within the UK and Europe including the German, Federal Data Protection Act (BDSG)
- Able to maintain confidentiality, whilst instilling trustworthiness
- Adaptability whilst staying calm in high pressure scenarios
- Strong emotional intelligence in leadership, comprising of demonstrating empathy but remaining objective
- Excellent IT skills: Full Microsoft Office suite
- Highly organised, structured and disciplined, with great attention to detail
- The ability to work under pressure and juggle multiple active priorities
- Excellent written, verbal and non-verbal communication skills

Advantageous skills

- Knowledge of IT and cyber security and ISO certifications
- Written and spoken further EU language skills
- Specific knowledge of the health, tech or finance sectors e.g. Clinical trials, SaaS, banking and insurance
- Knowledge of other worldwide data protection laws
- Negotiation skills to ensure the most appropriate, rather than ‘easy’, course of action is taken

Career Progression

- Working with an ever more prestigious portfolio of clients
- The opportunity to develop sector specific expertise
- DPO > Team leadership > Senior Management

HOW TO APPLY

Email your CV and application to recruitment@dpocentre.com

Click here to view our Recruitment Candidate Privacy Notice.