

EMPLOYMENT COLLECTION NOTICE

1. In applying for classification you will be providing Mater Maria Catholic College and the Catholic Schools Office (CSO) with personal information.
2. If you provide us with personal information, for example, your name and address or information contained on your resume, we will collect the information in order to assess your application for employment. We may keep this information on file if your application is unsuccessful in case another position becomes available.
3. The Diocesan School System's (DSS) Privacy Policy contains details of how you may complain about a breach of the APPs or how you may access and seek correction of your personal information. However, there may be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others.
4. We may disclose personal information you provide to the Catholic Education Commission NSW and the Catholic Commission for Employment Relations. We may also disclose this information with your consent or as required or authorised by law.
5. We are required to collect information regarding whether you are or have been the subject of an Apprehended Violence Order and certain criminal offences under Child Protection laws. We may also collect personal information about you in accordance with these laws.
6. The DSS's service provider may store personal information in the 'cloud', which may mean that it resides on servers which are situated outside Australia.
7. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to us and why, that they can access that information if they wish and that we do not usually disclose the information to third parties.

You can obtain further information about privacy from:

If you would like further information about the way the College manages the personal information it holds, please contact the Business Manager via email ali.elkhansa@dbb.catholic.edu.au or The Privacy Officer at the Catholic Schools Office: Postal Address PO Box 967 Pennant Hills NSW 1715