



EMPLOYMENT COLLECTION NOTICE

1. In applying for this position you will be providing the Kingsway Christian Education Association Inc. (KCEA) (Association) with personal information. We can be contacted at 157 Kingsway, Darch 6065 Western Australia, or at email address Kingsway@kcc.wa.edu.au or at (08) 9302 8777. The Association is the governing body of Kingsway Christian College.
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.
3. You agree that we may store this information for a reasonable period of time even if your application is unsuccessful, in case another suitable position becomes available.
4. The College's Privacy Policy contains details of how you may complain about a breach of the Australian Privacy Principles (APP's) or how you may seek access to personal information collected about you. However, there will be occasions when access is denied. Such occasions would include where access has an unreasonable impact on the privacy of others.
5. We usually disclose the kind of information referred to in Clause 4. above, to the following types of organizations: government agencies, peak bodies, banks, etc.
6. We are required to conduct a criminal record check and/or collect information regarding whether you are or have been the subject of certain criminal offences under child protection laws in place from time to time. We may also collect personal information about you in accordance with these laws.
7. The College may store personal information in the 'cloud', which may mean that it resides on servers which are situated outside of Australia.
8. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing information to the Association and why, that they can access the information if they wish, that the College does not usually disclose the information to third parties, and that we may store their information for a reasonable period of time.