

EMPLOYMENT COLLECTION NOTICE

1. In applying for this position you will be providing the Catholic Education Office with personal information. We can be contacted via the following methods:
PO Box 219 Berrimah NT 0828
Telephone: (08) 89 841 400
Facsimile: (08) 89 841 444
Email: Sneha.Chavan@nt.catholic.edu.au
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 12 months.
4. You may seek access to your personal information that we hold about you if you are unsuccessful for the position. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others.
5. We will not disclose this information to a third party without your consent. We may disclose this kind of information to the Catholic Schools of the Diocese of Darwin.
6. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to the Office and why, that they can access that information if they wish, that the Office does not usually disclose the information to third parties and that we may store their information for 12 months.