

Privacy Collection Notice

Employment

St Andrews Lutheran College takes your privacy seriously. Our full privacy policy <http://www.standrewslutheran.qld.edu.au/our-college/policy-procedure/> describes how we treat personal information when you interact with the College. The following is a “short version” of our privacy practices in regards to employment applications and enquiries.

In applying for a position, or enquiring about future positions, you will be providing St Andrews Lutheran College with personal information. We can be contacted at: 175 Tallebudgera Creek Road, Tallebudgera, Queensland/PO Box 2142, Burleigh BC, Burleigh MDC, Queensland, 4220.

The College’s Privacy Policy contains details of how you may complain about a breach of the Australian Privacy Principles or how you may seek access to personal information collected about you. 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. We will not disclose your information to a third party without your consent.

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.

We are required to collect information under various Government, Non-Government, Education Acts, Public Health and Child Protection laws. We may also collect personal information about you in accordance with these and other laws.

The College may store personal information in the 'cloud', which may mean that it resides on servers which are situated outside Australia.

If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to the College and why, that they can access that information if they wish and that the College does not usually disclose the information to third parties.