

iiNet Group HR Privacy Statement – Prospective Staff and Contractors

The personal information we collect from prospective staff or contractors is the information included in your application. For example your name, address, telephone number, email address, career history, education details or other information relating to your career.

In considering your application, we may also obtain personal information about you from third parties, for example, from your previous employers, nominated referees or recruitment agencies or information that is publicly available. We may also collect sensitive information about you, with your consent, such as information about your health (including any disability) or any criminal record that you may have.

Your personal information is collected and used by iiNet for any one or more of the following purposes:

- assessing you for a position or positions with the iiNet Group;
- assessing whether you are suitable to progress to each stage of the recruitment process for a vacant position;
- storing your information for future job opportunities

If you do not provide us with the personal information we seek, we may be unable to progress your application.

We may need to share your personal information to organisations outside iiNet, for example, to:

- Organisations that conduct competency or psychometric tests;
- Organisations that conduct reference checking on our behalf;
- Referees or previous employers;
- Recruitment agencies or related entities acting on our behalf;
- Our related entities;
- Law enforcement agencies to verify whether you have a criminal record; or
- Educational or vocational organisations to the extent necessary to verify your qualifications.

If we engage third party providers to perform services for us which involves handling personal information we will take reasonable steps to ensure that they protect your personal information in compliance with Privacy legislation. .

We keep prospective staff and contractor personal information on controlled systems, which are secure against unauthorised access.

Your personal information can be reviewed and updated at any time via logging into your secure online application or by [contacting us](#). You can also request to opt-out of being a part of our talent pool (and therefore having your personal information stored) via this option.

If you have any queries concerning this privacy statement, please contact us at hr@staff.iinet.net.au or call 1800 658 686.

Any privacy complaints will be handled in accordance with our [complaint process](#).