

## APP5 PRIVACY COLLECTION NOTICE - JOB APPLICANTS



Last Reviewed	April 2023
Next Review	January 2024
Responsible Officer	Governance & Projects Specialist
Applicable Legislation	Privacy Act 1988 (Cth)
Relevant Policies/Manuals	WAFC Privacy Policy, Information Security Manual
Related Procedures	

### AUSTRALIAN PRIVACY COLLECTION NOTICE – JOB APPLICANTS

In order to comply with our obligations under the *Privacy Act 1988* (Cth) (**Privacy Act**), we are required to notify you of certain matters when we collect your personal information (**Notice**). These matters are outlined below.

<b>Why we collect your personal information?</b>	We collect your personal information in order to determine whether to make an offer to employ you. By lodging a job application with us, we will collect your personal information in order to determine whether: (a) to choose to proceed to an interview or further assessment stage with you; and (b) eventually, whether to employ you.
<b>Who will we disclose your personal information to, and will this be overseas?</b>	In order to provide determine whether you are a suitable candidate for employment, we may need to disclose your personal information to third parties, which may include third party service providers who may help us in connection with our enquiries regarding your potential employment or other third person, such as your references. Such third parties will be located in Australia. WAFC ensures that your personal information is not disclosed overseas otherwise than in accordance with the Privacy Act.
<b>Do we collect sensitive information?</b>	As a general rule, we do not ask for, and do not knowingly collect, sensitive information from you. In some circumstances, certain categories of 'sensitive information', such as your racial or ethnic origin or your religious affiliation may be inadvertently collected. Further, in the course of conducting background enquiries or other assessments, we may inadvertently collect sensitive information, for example your criminal history or medical history. We will only collect sensitive information from you with your consent.

For further information regarding the way we collect, use and disclose your personal information please see our Privacy Policy which is available on our website at <http://www.wafootball.com.au>.

If we do not collect your personal information, we may be unable to verify your suitability for a role with the WAFC and you may not be interviewed or employed. If you do not feel comfortable with the circumstances of collection or potential disclosure of your personal information, as outlined in this Notice or our Privacy Policy, or you do not wish to provide us with your personal information, please cease using our services immediately or contact us at the details below.

Western Australian Football Commission

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