

PRIVACY STATEMENT

STAFF 4 IMAGING PTY LTD ("STAFF 4 IMAGING") is committed to preserving the privacy of all visitors to www.staff4imaging.com. This privacy statement provides information about the personal information that STAFF 4 IMAGING collects, and the ways in which STAFF 4 IMAGING uses that personal information.

Personal information collection

When you visit on the Site you will be asked to provide personal information about yourself in your application or CV including your name, mailing address, e-mail address, telephone number or any information relating to your career. We may also ask you for other information such as the types of jobs you are interested in and your workplace concerns in order to provide you with the best possible service.

Where practical we collect your personal information directly from you. We may collect personal information about you when you deal with us by telephone, letter, fax, e-mail, or visit our website. In addition if you upload your CV to the Site it will be stored on our server.

There may be occasions when we obtain personal information about you from a third party; for example, from your nominated referees. If we don't have your prior consent, we will take reasonable steps to inform you that we have collected personal information.

If you do not provide us with the information we seek we may be limited in our ability to provide you with our services.

We may also collect information about your usage of our Site, as well as information about you from either e-mails or letters you send to us.

Using personal information

Your information will enable us to provide you with access to all parts of our Site and to supply our services, which include contact you where necessary. We will also use and analyse the information we collect so that we can administer, support, improve and develop our business, which may include contacting you to notify you of our current or future services.

In particular, we may use your information to contact you for your views on our services and to notify you occasionally about important changes or developments to the Site or our services.

Further, where you have consented, we might also use your information to let you know about other services which we offer which may be of interest to you and we may contact you by post, telephone or fax, as well as by e-mail.

We retain all information and CVs indefinitely. If you change your mind about being contacted in the future, please let us know or, if you would like us to delete your personal information or to remove a CV that you have uploaded, please provide details of your request to us. STAFF 4 IMAGING reserves the right to retain information that you have requested be deleted where

there is a legitimate legal reason why such information or CV should be retained by STAFF 4 IMAGING.

Where you have applied by e-mail for a job advertised on our Site we may contact you periodically by email to keep you informed of the services we provide.

Where STAFF 4 IMAGING discloses your personal information to its agents or sub-contractors for these purposes, the agent or sub-contractor in question will be obligated to use that personal information in accordance with the terms of this privacy statement.

In addition to the disclosures reasonably necessary for the purposes identified elsewhere above, STAFF 4 IMAGING may disclose your personal information to the extent that it is required to do so by law, in connection with any legal proceedings or prospective legal proceedings, and in order to establish, exercise or defend its legal rights.

Securing your data

STAFF 4 IMAGING will take reasonable technical and organisational precautions to prevent the loss, misuse or alteration of your personal information.

STAFF 4 IMAGING will store all the personal information you provide on its secure servers.

[Information relating to electronic transactions entered into via this website will be protected by encryption technology.]

Cross-border data transfers

Information that STAFF 4 IMAGING collects may be stored and processed in and transferred between any of the countries in which STAFF 4 IMAGING operates to enable the use of the information in accordance with this privacy policy.

[In addition, personal information that you submit for publication on the website will be published on the internet and may be available around the world.]

You agree to such cross-border transfers of personal information.

Updating this statement

From time to time, STAFF 4 IMAGING may review and update its privacy policy. We will post these changes here on the Website so that you will always know what information we gather, how we might use that information, and whether we will disclose it to anyone.

Other websites

This website contains links to other websites.

STAFF 4 IMAGING is not responsible for the privacy policies or practices of any third party.

Contact STAFF 4 IMAGING

If you have any questions about this privacy policy, the practices of this site, or your dealings with STAFF 4 IMAGING, you can contact us in the following ways:

Email: anne@staff4imaging.com

Telephone: 0416 304 671

Post: PO Box 1099, Mount Ommaney, QLD 4074

More information about privacy

Remember to close your browser when you have finished your user session. This is to ensure that others cannot access your personal information and correspondence if you share a computer with someone else or are using a computer in a public place like a library or Internet cafe. You as an individual are responsible for the security of and access to your own computer.

For more information about privacy issues in Australia and protecting your privacy, visit the *Australian Federal Privacy Commissioner's* website.