

Privacy Policy

To get things going with JobHub we need to know about you. We appreciate the importance and privacy of all information you may provide us.

Your privacy is of great importance to us. There should be no surprises. If something here does not make sense or you don't like it, please send us an email. If there is information we ask for that you are concerned about providing reach out to us and we can explain why we need it. If we don't, we won't collect it.

This Privacy Policy sets out how we use and protect any information that you give to JobHub. JobHub is committed to ensuring that your privacy is protected. We will be asking you for information by which you can be identified. We will make sure that it will only be used in accordance with this Privacy Policy.

JobHub is constantly improving our systems this may mean that we need to update this policy. We will let you know if that happens and point out the changes.

What we collect

In helping you to undertake day-to-day agency employment we may collect the following information:

- name;
- contact information including email address;
- demographic information such preferences and interests; and
- work experience and qualifications.

From time to time prospective employers may require other information from you.

What we do with your information

We need the information we collect to understand your recruitment and employment needs. We use the information to:

- connect employers with potential employees;
- keep our internal records in order;
- improve our services; and
- make sure we comply with all laws.

Unless you agree we will not provide your information to an organisation that is not covered by Australian laws or the [Australian Privacy Principles](#).

Before providing anybody with your information we will make sure the recipient agrees to acceptable arrangements for storing and using your information.

Sensitive Information

JobHub will not collect sensitive information from you unless you provide your consent or where the law requires us to do so, such as for matters of individual or public health and safety.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

Links to other websites

Our website may contain links to other websites. Once you use the links to leave JobHub we do not have any control over that other website or what they do with data you provide them. We will only have links to sites we have checked out but be careful and check-out the privacy policy on that website.

Controlling your personal information

We will not sell, distribute or lease your personal information to third parties unless we have your permission or the law makes us. We may use your personal information to send you promotional information about ourselves or third parties which we think you may find interesting but only if you tell us that you wish this to happen.

You may request details of personal information which we hold about you. If you would like a copy of the information held on you please write to jobhub@foundu.com.au. If you believe that any information we are holding about you is incorrect or incomplete, please write to or email us as soon as possible. We will correct any incorrect information.

Concerns

If you have any concerns about this policy or your privacy please email jobhub@foundu.com.au