

PRIVACY STATEMENT

General

RMC Pty Ltd and associated entities (RMC) respects your privacy and is committed to protect the personal information that is shared with us. When we need your personal information to provide services that you request or when you choose to provide us with your personal information, this policy statement describes how we collect and use your personal information.

RMC will comply with the National Privacy Principles unless exempt. The exemptions are acts done in meeting obligations under Commonwealth contracts (s.7B(2) Privacy Act) and in relation to employment relationships and records (s.7B(3) Privacy Act).

If you choose not to provide personal information we request, it may not be possible to provide you with our services. We may require disclosure of information under Australian law where applicable, eg GST legislation.

Job Applicants or Potential Job Applicants

When you browse our website, you do so anonymously, unless you register with us. When you do this RMC collects personal information or contact details such as your name, physical address and email address. This information is used to send you information about our services or documentation that you have specifically requested. It may also be used to follow up with you to ascertain if you wish to proceed with your original registration of interest, eg. Submit an application for a position. There is no obligation for you to pursue your original enquiry.

If you submit a job application or a resume to us to assist you in finding employment we will use the information only for those purposes in our communications with our clients or other service providers in our industry and you are assumed to consent to that use and to our retention of your application.

We give you the opportunity to “opt out” of receiving direct information or ongoing services from us. Unless you opt out we will assume that you have consented to receipt of information or ongoing services from us if in our judgement it continues to be applicable. You may opt out by contacting us at contact@rmco.com.au.

Your information may be used for demographic data for aggregate use by us, or our advisers. This information is not linked to any personal information that can identify you.

Personal Information Obtained from Government Departments/Agencies and Other Employers

Personal information received by RMC or its subcontractors in providing recruitment and training services to Commonwealth departments/agencies will only be used for the purposes of providing services for which we, or our subcontractors are engaged. It will not be used for direct marketing (s. 6F Privacy Act).

Where personal information is collected from other employers, we will take reasonable steps to comply with National Privacy Principle 1.3.

Data Security

RMC safeguards the security of data that you send to us with physical, electronic and managerial procedures. While we strive to protect your personal information, we cannot ensure the security of information that you transmit to us so we urge you to take every precaution to protect your personal data when you are on the Internet.

Further Information

This can be obtained by contacting the RMC Management Team on 1300 668 832 or by email on contact@rmco.com.au.

www.rmco.com.au