



Privacy Collection Notice

Australian College of Nursing (**ACN**) is regulated by the *Privacy Act 1988* (Cth), which protects the privacy of your personal information. The purpose of this Privacy Collection Notice is to let you know what information is collected about you and how the information is used by ACN.

ACN takes all reasonable steps to protect personal information held in its possession against loss, unauthorised access, use, modification, disclosure or misuse.

Purpose of collection

ACN collects and holds your personal information to support its functions related to providing you with a job board platform. The information collected in this form is intended to be used for the following purposes:

- providing you with access to a job platform for employment positions online;
- allowing you to create professional profiles;
- allowing you to upload your resume to be viewed by potential employers;
- providing you with information regarding open job positions via email; and
- for other directly related purposes including, but not limited to, the above.

Disclosure of information to third parties

When you visit ACN's Nursing Careers website which is powered by Web Scribble, Web Scribble may send a 'cookie' to your computer. This is a small data file stored by your computer to help improve functionality or the user's experience when revisiting the website.

When ACN collects data from you, it is also stored on Web Scribble's data storage servers in the USA.

ACN will not otherwise disclose your information to a third party without your consent, unless required or authorised to do so by law.

Consequences of refusing

You are not required by law to provide us with your personal information for the above purposes, however, if you choose not to provide all the information requested, ACN may be unable to send you job alerts and/or, potential employers may not be able to assess or process your employment application.

Access, amendments and contact details

You have a right to access and amend personal information that ACN holds about you. If you wish to seek access to your personal information or inquire about the handling of your personal information please visit our Privacy Policy (<https://www.acn.edu.au/about-us/policies-and-assurance>) or contact our Privacy Officer at privacy@acn.edu.au.