



# PRIVACY DECLARATION

**TOTAL GROUP PTY LTD** A.B.N. 27 220 542 264

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**Thank you for taking the time to complete an Application for Employment Registration. Finally please take the time to read the following declaration to complete your application for work with Total Group Pty Ltd.**

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## **DECLARATION**

1. I understand that any offer or employment presented to me by Total Group Pty Ltd (“the company”) is based on the accuracy of any information provided by me in this application and/or attached resume, and I declare that such information is, to the best of my knowledge and belief, true and correct. I understand that if any of the information provided by me is false or misleading, or if I have not disclosed relevant information to this application, which would significantly affect the company’s decision to employ me, my offer of employment may be withdrawn or my employment terminated.
2. I understand that the company will collect from me, and from other persons [such as past employers, (nominated or company-nominated) referees and persons who test my suitability for employment generally, or employment in a particular field] personal information about me for the purpose of assessing my suitability for employment with the Company and, should I become employed by the Company, for the following purposes:
  - Managing its employment relationship with me; and
  - Conducting its business of providing services (including contract labour hire and placement services) to industry.
3. For the same purposes outlined in paragraph 2, I agree that the Company may use this personal information about me and disclose it to:
  - Any organization to which the Company provides services (“Client”) or to which the Company may provide services (“Potential Client”)
  - Contracted service providers which the Company uses to perform services on our behalf (banks, payroll service providers, logistics and IT service providers); and
  - Regulatory organizations, such as those regulating superannuation and occupational health and safety.
4. I acknowledge that if I do now provide this information, the Company may not be able to process my application for employment.

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5. I may have the right to access personal information, which the Company holds about me, subject to any exceptions in relevant privacy legislation. A charge may apply for providing access. For further information contact; The Manager, Total Group Pty Ltd, 67 Dwyer Street, Boulder WA 6432.
6. I consent to participate in any applicable suitability tests and for the results of any tests (including medical or aptitude tests) to be disclosed to and used by the Company. I acknowledge that the test results and associated documentation are confidential to the Company and the person or entity carrying out these tests, and that I will not be able to gain access to them.
7. In the event that I am offered employment, I agree to abide by the Policies and Procedures of the Company and its Clients.
8. I understand that Clients and Potential Clients collect from the Company, and use, personal information about me to:
  - Determine whether or not to contract with the Company for it to provide labour services; and
  - Determine whether or not I am a suitable candidate to provide the required labour services on behalf of the Company.

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