

# EMPLOYMENT

## APPLICATION COLLECTION NOTICE



1. In applying for this position you will be providing Hills Christian Community School with personal information. We can be contacted at 16 Onkaparinga Valley Road Verdun SA 5245, via phone on 08 8388 7811 or by email at [enquiries@hccs.sa.edu.au](mailto:enquiries@hccs.sa.edu.au).

2. In providing us with personal information, for example, your name and address or information contained on your resume, we will collect the information in order to process and assess your application for employment. We may keep this information on file if your application is unsuccessful in case another position becomes available.

3. The School's Privacy Policy, accessible on the School's website, contains details of how you may complain about a breach of the Australian Privacy Principles and how you may seek correction of access to your personal information which the School has collected and holds. However, access may be refused in certain circumstances such as where access would have an unreasonable impact on the privacy of others. Any refusal will be notified in writing with reasons if appropriate.

4. We will not disclose this information to a third party without your consent unless otherwise permitted.

5. The School may use online or 'cloud' service providers to store personal information and to provide services to the College that involve the use of personal information, such as email services. Some limited personal information may also be provided to these service providers to enable them to authenticate users that access their services. This personal information may reside on a cloud service provider's servers which may be situated outside Australia. Further information about the School's use of an online or 'cloud' service providers is contained in the School's Privacy Policy.

6. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to the School and why.

Hills Christian Community School (HILLS) is a delightful, unique and popular co-educational, non-denominational Christian School located on two campuses at Verdun and Oakbank, in the picturesque Adelaide Hills. The School caters for around 500 students and in the last ten years has introduced an Early Learning Centre, a Year 7 Centre, nine acres of Nature Play and a Year 8 - 12 Secondary campus under construction to complement the outstanding Primary School.

With an impressive reputation for providing a broad range of ELC - Year 12 experiences, the School respects and nurtures the individual and promotes core Christian values, a love of learning and resilience in its students. HILLS is blessed to have attracted a top quality staff team who actively engage children with their learning.

