

Privacy Policy

National Care Recruitment (NCR), as subsidiary of National Healthcare Academy, with its employees, clients, and contractors (**we/our/us**) conduct business in accordance with this privacy policy.

1. Collecting personal information

NCR collects personal information from our registered users and clients for the purposes of supporting your career or organisation by finding the best possible matches for employment.

2. Using personal information

The information we collect is used to connect candidates to employees and connect employees to potential candidates.

3. Disclosing personal information

Personal data may be disclosed to the following parties:

- i. NCR staff/contractors for the purpose of data entry, candidate/employee connection, assisting us to deliver the service we offer to you.
- ii. Registered employees may request access to your registered profile for the purpose of prospective employment opportunities.

4. Storing personal information

a. Data may be stored in the following forms:

- i. Data collected will be stored in a secure online server for the purpose creating and maintaining registered profiles within the online portal for employees and candidates.

5. Accessing stored personal information

- a. You can edit and update your personal information any time by accessing your profile within the online portal. You can request to remove your profile at any time by contact NCR via email at hr@nationalcarerecruitment.com.au

6. Concerns or complaints

- a. Please contact our team if you have a concern or complaint about our handling of personal information on Ph: 1300 275 908.