

Pensar Construction Group Pty Ltd (**Pensar, we or our**) is committed to protecting your privacy and complies with the Privacy Act 1988 (Cth). This statement explains how we manage your personal information for your job application.

WHAT TO KNOW:

- Pensar collects your information directly (resume, application form), through our Applicant Tracking System, from referees, or recruitment agencies.
- We use your information for your employment or engagement, including processing applications, payroll, and benefits administration.
- You can contact us at careers@pensar.com.au to access or correct your information.

INFORMATION WE COLLECT:

- Resume/application details (name, contact info, skills, employment history)
- Academic transcripts or qualifications
- Referee details
- Interview information
- Other information you disclose (optional)
- Criminal records and medical history (only with your consent)

HOW WE USE YOUR INFORMATION:

- Process your job application
- Share with hiring managers and recruiters
- Process payroll, superannuation, leave, and benefits
- Administer onsite medical treatment (if required)
- Contact next of kin in emergencies
- Communicate with you about your employment
- Other employment-related activities which are reasonably necessary

INFORMATION RETENTION:

- Successful applicants: Information retained in your file.
- Unsuccessful applicants: Information kept for three years, then deleted unless you request retention for future roles.
- Unsolicited information: Deleted or de-identified when possible. Information Technology system backups may contain residual data.



Pensar Recruitment Privacy Collection Statement

INFORMATION DISCLOSURE:

We may disclose your information to:

- Pensar personnel and related entities
- Financial institutions (yours and Pensar's)
- Third parties (referees, agencies, insurers, benefits providers, Workers' Compensation)
- Government agencies (ATO, Centrelink, policy etc.)
- Background check providers
- Contractors, agents, or third-party service providers

We will not disclose your information to a third party without your consent, except as required by law.

ACCESSING AND CORRECTING YOUR INFORMATION:

Pensar's Privacy Policy (available at [Privacy Policy](#)) details how to access, correct, or complain about our handling of your information.

REMOVING YOUR INFORMATION:

Contact careers@pensar.com.au to have your details removed from our system.

AGREEMENT:

By submitting your application, you acknowledge you have read and agree to this statement and Pensar's Privacy Policy.