

PRIVACY POLICY

Billboard Talent Pty Ltd | ABN 31 701 682 671

Last updated: August 2026

Billboard Talent Pty Ltd (“we”, “us”, “our”) is committed to protecting the privacy of individuals whose personal information we collect. This Privacy Policy explains how we collect, use, store, and disclose personal information in accordance with the Privacy Act 1988 (Cth) and the Australian Privacy Principles (APPs).

1. What personal information we collect

We may collect the following types of personal information:

- Contact details (name, email, phone, address)
- Employment history, education, skills, qualifications and CV/resume content
- Salary expectations, availability and work preferences
- References and referee details
- Work rights / visa status information
- Any other information you provide to us or that is relevant to potential employment opportunities

2. How we collect personal information

We collect personal information directly from you when you submit a CV, apply for a role, complete forms, or communicate with us. We may also collect information from publicly available sources (e.g. LinkedIn), referees, or clients (with your knowledge where appropriate).

3. How we use personal information

We use personal information to:

- Assess suitability for current and future roles
- Introduce candidates to potential employers (clients)
- Communicate about opportunities and the recruitment process
- Provide recruitment services to our clients
- Comply with legal obligations and maintain business records
- Improve our services

4. Disclosure of personal information

We may disclose personal information to:

- Prospective employers (clients) when we believe there is a suitable opportunity (generally after discussing with you)
- Service providers who assist us (e.g. IT, cloud storage, email platforms) under confidentiality arrangements
- Regulators or law enforcement where required by law

We do not sell personal information.

5. Storage and security

We take reasonable steps to protect personal information from misuse, interference, loss, unauthorised access, modification or disclosure. Information is stored in secure systems with appropriate access controls.

6. Retention

We retain personal information for as long as necessary to fulfil the purposes for which it was collected, including considering candidates for future suitable roles, or as required by law. You may request deletion at any time.

7. Access and correction

You may request access to, or correction of, your personal information by contacting us. We will respond within a reasonable time.

8. Complaints

If you have a privacy concern, please contact us first. If you are not satisfied with our response, you may contact the Office of the Australian Information Commissioner (OAIC) at www.oaic.gov.au.

9. Contact us

For privacy enquiries: Billboard Talent Pty Ltd

Email: info@billboardtalent.com.au

We may update this Privacy Policy from time to time. The latest version will be available on our website.