Privacy Policy

McCosker Contracting Pty Ltd (McCosker) is committed to protecting the privacy of personal information we collect about our employees and subcontractors, including through our website, www.mccoskers.com.au, as well as throughout business operations or directly from you.

The personal information that is collected by McCosker includes, but is not limited to:

- Health information provided during a medical assessment to determine a person's ability to perform the occupational requirements of the position.
- Private information that enables McCosker to facilitate employment related matters such as onboarding, management, and performance of employees, processing entitlements and pay, and complying with PAYG and superannuation obligations.
- Private information required to comply with reporting obligations under legislation and regulations.
- Licence and qualification information required to undertake the duties of a position or meet operational requirements.

Personal Information is collected by McCosker in the process of an application for employment and during employment ("Personal Information"). It is held securely in McCosker systems that support the management and coordination of employment related matters.

Personal Information is collected for the purposes of maintaining employee records, coordinating work-related travel and accommodation, payment of wages and other entitlements and obligations, arranging access to sites where we operate, and managing workers and performance.

McCosker uses various business systems and databases to store Personal Information. The data is stored securely using information security best practices. Some of the technology platforms utilised by McCosker for the purpose of data storage may be provided by third parties and delivered as a service (Software as a Service). In all cases, McCosker retains ownership of the data which is stored.

McCosker may collect, hold, use and disclose Personal Information directly related to an employee's employment for these purposes, including the disclosure of Personal Information, to McCosker related companies and other parties, including client's and clients' agents.

An individual can access relevant Personal Information by emailing hradmin@mccoskers.com.au and will require the submission of a 'HR-FRM-002' Form, to request changes to Personal Information.

To make a complaint about a breach of the Australian Privacy Principles, employees can follow the Issue Resolution Process and Complaints Resolution Policy.

The Company discloses personal information to clients located in Australia. No information is shared with overseas recipients.

Bob McCosker
Director

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