



Nixil Pty Ltd

ABN 17 603 513 837

Data Collection Statement

Candidate Privacy Notice

Last updated: 15 May 2026

1. Who We Are

Nixil Pty Ltd (ABN 17 603 513 837) ("Nixil", "we", "us", "our") is an Australian-based resourcing, consulting and system integration service provider. We recruit for ICT and general business roles across Australia and internationally.

We are committed to protecting your personal information in accordance with the Privacy Act 1988 (Cth) and the Australian Privacy Principles (APPs).

This Data Collection Statement explains how we collect, use, store, and disclose your personal information when you apply for a role through Nixil or register with us as a candidate.

2. What Information We Collect

We may collect the following types of personal information from you:

Identity and Contact Information

- Full name, address, email address and phone number
- Date of birth (where required for background checks or security clearances)
- Proof of identity documents (e.g. passport, driver's licence)

Employment and Qualifications

- Resume/CV, cover letters and employment history
- Academic qualifications, certifications and professional memberships
- References and referee contact details
- Skills, competencies and work preferences

Security and Compliance

- Security clearance status and associated documentation
- DISP (Defence Industry Security Program) membership status
- Right to work entitlements (e.g. citizenship, visa details)
- Criminal history checks (where required and with your consent)



Other Information

- Salary expectations and availability
- Any other information you choose to provide to us during the recruitment process

3. How We Collect Your Information

We collect personal information:

- Directly from you via job applications, registration forms, interviews and correspondence
- From third parties such as referees, background check providers, LinkedIn and other job boards
- From our clients where they refer candidates to us
- From publicly available sources such as professional profiles and company websites

4. How We Use Your Information

We use your personal information to:

- Assess your suitability for current and future roles
- Match your skills and experience with client requirements
- Communicate with you about job opportunities and your application status
- Conduct background, reference, and security checks with your consent
- Comply with our legal and regulatory obligations
- Maintain and improve our recruitment services
- Respond to your enquiries

5. Disclosure of Your Information

We may disclose your personal information to:

- Our clients (prospective employers) for the purpose of assessing your suitability for a role — we will seek your consent before submitting your details to a specific client
- Third-party service providers such as background screening agencies, skills assessment providers, and security clearance bodies
- Government agencies and regulatory bodies where required by law
- Our technology and IT service providers who support our recruitment systems

We do not sell your personal information to third parties.

Where we disclose your information to overseas recipients (for example, if a client is based outside Australia), we take reasonable steps to ensure your information is protected in accordance with the APPs.



6. Storage and Security

We store your personal information securely using industry-standard safeguards including encryption, access controls and secure servers. We retain your information for as long as necessary to fulfil the purposes for which it was collected, or as required by law.

If you are placed with a client or engaged by Nixil, we may retain your information for the duration of the engagement and for a reasonable period thereafter for record-keeping purposes.

If your application is unsuccessful or you withdraw from the process, we may retain your details on file for up to 5 years to consider you for future opportunities, unless you request otherwise.

7. Your Rights

You have the right to:

- Access the personal information we hold about you
- Request correction of inaccurate or incomplete information
- Withdraw your consent to us holding or using your information at any time
- Request that we delete your information (subject to our legal obligations)
- Lodge a complaint with the Office of the Australian Information Commissioner (OAIC) if you believe we have mishandled your personal information

To exercise any of these rights, please contact us using the details below.

8. Cookies and Online Activity

If you interact with our website (www.nixil.au), we may collect certain technical information such as your IP address, browser type and pages visited. This is used for website analytics and improvement purposes. Please refer to our Privacy Policy for further information.

9. Contact Us

If you have any questions about this Data Collection Statement or how we handle your personal information, please contact:

Nixil Pty Ltd

Email: info@nixil.com.au

Phone: (02) 9672 3375

Website: www.nixil.au

Address: Sydney, Australia

This statement is reviewed periodically and may be updated. The current version is always available at www.nixil.au.