

# PRIVACY POLICY

New Future Solutions Pty Ltd  
Effective Date: 22 January 2026  
Last Updated: 22 March 2026

## 1. Introduction

This Privacy Policy provides a comprehensive and detailed explanation of how New Future Solutions Pty Ltd (“we”, “our”, “us”) collects, manages, uses, stores, discloses, and protects personal information in the course of operating our business and providing our services. We are committed to protecting the privacy and confidentiality of personal information in accordance with the Privacy Act 1988 (Cth) and the Australian Privacy Principles (APPs). We take our privacy obligations seriously and implement reasonable steps to ensure that all personal information is handled in a lawful, transparent, and secure manner. This Privacy Policy applies to all individuals and entities who interact with our services, including but not limited to engineers, researchers, job applicants, candidates, clients, business partners, suppliers, and users of our website and digital platforms. Our services include, but are not limited to, recruitment support, professional networking, research collaboration, consultancy services, and facilitating connections between individuals and organizations such as employers, universities, and industry partners. In order to provide these services effectively, we collect and process personal information as described in this Policy. We are committed to transparency in how we manage personal information. This includes clearly explaining what information we collect, how we collect it, the purposes for which it is used, how it may be disclosed, and the measures we take to protect it. By accessing our website, submitting your personal information, or otherwise engaging with our services, you acknowledge that you have read and understood this Privacy Policy and you consent to the collection, use, storage, and disclosure of your personal information in accordance with this Policy. If you do not agree with any part of this Privacy Policy, you should not use our services or provide your personal information to us. We may update this Privacy Policy from time to time to reflect changes in legal requirements, technology, or our business practices. The most current version will always be available on our website, and your continued use of our services constitutes acceptance of any updated terms.

## 2. Types of Personal Information Collected

We collect, hold, and process a broad range of personal information where it is reasonably necessary for the operation of our business and the provision of our services. The types of personal information we may collect include, but are not limited to, the following categories:

### Identity and Contact Information:

This includes your full name, date of birth, gender (if provided), nationality, residential address, email address, telephone number, and any other contact details you choose to provide.

### Professional and Employment Information:

This includes your current and previous employment history, job titles, roles and responsibilities, employer details, work experience, professional achievements, references, referee contact details, and any feedback or opinions relating to your work performance.

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### **Education and Qualification Information:**

This includes your academic background, degrees, certifications, training records, licences, memberships of professional bodies, and any other qualifications or credentials.

### **Documents and Uploaded Content:**

This includes resumes (CVs), cover letters, portfolios, project reports, publications, technical documents, images, and any other materials you upload or submit through our website or communication channels.

### **Preference and Career Information:**

This includes your job preferences, desired roles, salary expectations, availability, preferred locations, willingness to relocate, work rights status, and other career-related preferences.

### **Communication and Interaction Data:**

This includes records of your communications with us, including emails, messages, phone calls, meeting notes, feedback, and any other interactions with our team or systems.

### **Verification and Background Information:**

Where permitted by law, we may collect and process information required to verify your identity, qualifications, work rights, or background. This may include reference checks, employment verification, and other due diligence processes.

### **Technical and Usage Information:**

When you use our website or digital platforms, we may collect information such as IP address, browser type, device information, pages visited, access times, and interaction data through cookies and analytics tools.

### **Sensitive Information:**

In limited circumstances and where reasonably necessary, we may collect sensitive information as defined under the Privacy Act 1988 (Cth). This may include information relating to your health, criminal history, professional memberships, or other sensitive matters. Such information will only be collected with your consent or where otherwise permitted or required by law.

### **Third-Party and Publicly Available Information:**

We may also collect personal information about you from third parties, including referees, previous employers, recruitment platforms, publicly available sources (such as LinkedIn or academic profiles), and other lawful sources. By providing your personal information to us, you acknowledge and agree that we may collect and use this information for the purposes described in this Privacy Policy. You also acknowledge that failure to provide certain information may limit our ability to deliver services, including matching you with relevant opportunities or facilitating collaborations.

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### **3. Methods of Collection**

We collect your personal information through multiple channels, including direct submission via website forms, CV uploads, email communication, and interactions with our services. We may also collect information indirectly through referees, previous employers, publicly available sources, and third-party service providers such as recruitment platforms or verification agencies. In some cases, automated technologies such as cookies and analytics tools may collect information about your interactions with our website.

### **4. Purpose of Collection**

The primary purpose of collecting your personal information is to provide recruitment, consultancy, and research collaboration services. This includes evaluating your suitability for employment or research opportunities, matching you with relevant organizations, and facilitating communication between candidates and employers. We may also use your information for internal business purposes, including analytics, system improvement, and service development, compliance, and risk management. Additionally, we may contact you regarding relevant opportunities, updates, or services that may be of interest to you.

### **5. Disclosure of Personal Information**

Your personal information may be disclosed to a variety of third parties where necessary to deliver our services. These may include employers, universities, research institutions, industry partners, and affiliated organizations. We may also share your information with third-party service providers such as IT systems, cloud storage providers, analytics platforms, and verification agencies. All disclosures are made with appropriate safeguards to ensure your information is handled securely and in accordance with applicable privacy laws.

### **6. Overseas Disclosure**

In some cases, your personal information may be transferred to and processed in countries outside Australia. This may occur when we work with international clients, universities, or service providers. We take reasonable steps to ensure that any overseas recipient complies with privacy standards equivalent to Australian requirements, including contractual safeguards and data protection measures.

### **7. Use of Artificial Intelligence**

We may use automated tools, including artificial intelligence and machine learning systems, to analyse and process personal data. These tools help improve efficiency in matching candidates with opportunities, analyzing qualifications, and enhancing decision-making processes. While these tools assist in processing data, human oversight remains an important part of our decision-making processes.

### **8. Data Storage and Security**

We take data security seriously and implement a range of technical and organizational measures to protect your personal information. This includes secure servers, encryption technologies, access controls, and regular monitoring of our systems. We take reasonable steps to protect your data from misuse, loss, unauthorized access, modification, or disclosure.

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### **9. Data Retention**

We retain personal information only for as long as necessary to fulfil the purposes for which it was collected, or as required by law. Retention periods may vary depending on the nature of the information and legal obligations. When information is no longer required, we take steps to securely delete or de-identify the data.

### **10. Access and Correction**

You have the right to request access to the personal information we hold about you. You may also request corrections if your information is inaccurate, incomplete, or outdated. We will respond to such requests within a reasonable timeframe and in accordance with legal requirements.

### **11. Withdrawal of Consent**

You may withdraw your consent to the use of your personal information at any time, subject to legal and contractual obligations. Upon receiving such a request, we will take reasonable steps to cease processing your information where possible.

### **12. Cookies and Tracking Technologies**

Our website uses cookies and similar technologies to enhance user experience, analyse traffic, and improve services. Cookies allow us to recognize returning users, personalize content, and understand usage patterns. You may control cookie settings through your browser, although disabling cookies may affect website functionality.

### **13. Third-Party Services**

We engage third-party service providers to support our operations, including hosting providers, analytics platforms, communication tools, and marketing systems. These providers may have access to your personal information as necessary to perform their services, and are required to comply with privacy obligations.

### **14. Complaints and Dispute Resolution**

If you have concerns about how your personal information is handled, you may lodge a complaint with us. We will investigate and respond within a reasonable timeframe. If you are not satisfied with our response, you may contact the Office of the Australian Information Commissioner (OAIC).

### **15. Changes to this Policy**

We may update this Privacy Policy periodically to reflect changes in our practices, technology, or legal requirements. The most current version will always be available on our website.

### **16. Consent to Collection, Use, Disclosure and Limitation of Liability**

By submitting your personal information, including but not limited to your CV, contact details, qualifications, employment history, and any supporting documents, you expressly consent to New Future Solutions Pty Ltd collecting, storing, using, and disclosing your information for the purposes of recruitment, employment placement, academic collaboration, consultancy services, and related professional opportunities. You acknowledge and agree that your personal information may be retained,

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stored, and processed by New Future Solutions Pty Ltd for an indefinite period, or for as long as reasonably necessary to fulfil the purposes outlined in this policy, unless you request deletion of your information in writing or where retention is required by law. You further consent to your information being shared with third parties, including but not limited to employers, universities, research institutions, government bodies, and industry partners, both within Australia and internationally, for the purposes described above. You acknowledge that New Future Solutions Pty Ltd operates as an intermediary platform and does not control, monitor, or guarantee the actions, data handling practices, or security measures of third parties once your information has been disclosed. While New Future Solutions Pty Ltd takes reasonable steps to ensure that your personal information is handled securely and in accordance with applicable privacy laws, you agree that any disclosure of your information to third parties is at your own risk. To the maximum extent permitted by law, New Future Solutions Pty Ltd excludes all liability for any loss, damage, misuse, unauthorised access, disclosure, or alteration of your personal information by any third party. Nothing in this clause excludes any rights or remedies you may have under applicable Australian law, including the Privacy Act 1988 (Cth).

### **17. Contact Information**

Email: [Info@newfuturesolutions.com.au](mailto:Info@newfuturesolutions.com.au)

Company: New Future Solutions Pty Ltd

