

Privacy Policy

Last Updated: 23 July 2026

Work & Study Australia (“WSA”, “we”, “us” or “our”) respects your privacy and is committed to protecting personal information in accordance with applicable Australian privacy laws.

This Privacy Policy explains how we collect, use, store and disclose personal information.

1. What Information We Collect

WSA may collect information including:

name;
phone number;
email address;
location;
employment history;
qualifications and experience;
résumé or CV information;
licences and certificates;
employment preferences;
current visa or work-right information where relevant;
information provided by Associates, Employers or authorised representatives; and
information provided through our website, email or telephone.

We may also collect business contact information relating to Associates, Placement Consultants and Employers.

2. How We Collect Information

Information may be collected:

directly from you;
from an approved Associate or Placement Consultant;
from an Employer;
from an authorised professional representative;
through our website or online forms; or
from publicly available business sources.



Where an Associate provides information about a Candidate, the Associate is responsible for obtaining the Candidate's appropriate consent or authority.

3. Why We Collect Information

WSA may use personal information to:

- administer professional profiles;
- review information for completeness;
- identify potentially relevant Australian businesses;
- present authorised professional profiles to Employers;
- coordinate introductions;
- arrange interviews or meetings;
- communicate with Associates and Employers;
- respond to enquiries;
- administer our B2B services;
- maintain business records; and
- meet legal and regulatory obligations.

4. Sharing Information

Where authorised and reasonably necessary, WSA may share relevant information with:

- approved Associates;
- Placement Consultants;
- prospective Employers;
- professional advisers;
- service providers;
- technology and cloud providers; and
- government authorities where required by law.

WSA does not sell Candidate information to third parties for unrelated marketing purposes.

5. Candidate Profiles

Professional profiles submitted to WSA may be presented to potentially relevant Australian businesses for employment-related consideration.

Only information reasonably relevant to the introduction or agreed service should be provided.

Submission of a Profile does not guarantee:

- an interview;



employment;
sponsorship;
nomination; or
visa approval.

6. Migration Information

WSA is not a registered migration agent and does not provide immigration assistance or migration advice.

WSA may receive limited factual information about a person's visa or work-right status where relevant to an Employer introduction.

Any immigration or visa advice must be obtained from an appropriately authorised migration professional.

7. Security

WSA takes reasonable steps to protect personal information from:

loss;
misuse;
unauthorised access;
unauthorised disclosure; and
alteration.

Information may be stored using secure email, cloud storage, business systems and other technology providers.

8. Overseas Storage

Some technology or cloud service providers used by WSA may store or process information outside Australia.

Where required, WSA will take reasonable steps to manage overseas disclosures in accordance with applicable Australian privacy laws.

9. Access and Correction

You may request access to personal information WSA holds about you.

You may also ask WSA to correct information that is inaccurate, incomplete or out of date.

WSA may require proof of identity before providing access or making significant changes.

10. Retention

WSA keeps personal information only for as long as reasonably necessary for:

providing services;
maintaining business records;



resolving disputes;
complying with legal obligations; or
protecting legitimate business interests.

Information that is no longer required will be securely destroyed or de-identified where appropriate.

11. Marketing

WSA may send business or service-related marketing communications where permitted by law.

Recipients may unsubscribe or request that marketing communications stop at any time.

12. Cookies and Website Information

The WSA website may use cookies and website analytics to understand how visitors use the site and to improve its operation.

Users may adjust cookie settings through their browser.

13. Privacy Complaints

If you believe WSA has not handled your personal information appropriately, please contact us.

We will review privacy complaints and respond within a reasonable period.

Where applicable, you may also have the right to contact the Office of the Australian Information Commissioner.

14. Changes to This Policy

WSA may update this Privacy Policy when our services, systems or legal obligations change.

The latest version will be published on our website.

15. Contact Us

Work & Study Australia
Perth, Western Australia

Phone: 08 6275 6556

Email: info@workstudy-australia.com.au

Website: <https://workstudy-australia.com.au/>

Important Privacy Notice

WSA operates primarily as a B2B facilitation and coordination service. Candidate information may be provided to WSA by an authorised Associate or Placement Consultant and, where authorised, may be shared with potentially relevant Australian Employers for professional and employment-related consideration.

WSA does not provide migration advice and does not guarantee employment, sponsorship, nomination or visa outcomes.