

## RECRUITMENT FRAUD

WRITTEN WITH SAFER-JOBS AND THE DISCLOSURE BARRING SERVICE (DBS)

**Most people apply for a number of different jobs throughout their working lives. As technology advances, so do the techniques fraudsters use to exploit job seekers during this process.**

The majority of these frauds involve the recruiter demanding some kind of payment or fee for Disclosure Barring Service (DBS) checks, training, certification, travel or work permits. The job advert which has attracted applicants is often fake and the recruiter may stop communication once payment is received or ask for more! Information provided to fraudsters by 'applicants' can also be used by criminals to open up bank accounts and loans, known as identity theft.



### How to protect yourself

- ⚠ Applicants should research the company advertising the role to make sure that the job being applied for exists. You should be suspicious if asked to pay for any fees upfront for security checks, visas or training.
- ⚠ Never phone the company on a premium rate number for an interview, premium rate phone scams are common. You can end up paying a large amount for every minute you are kept on hold. If you are in any doubt visit [www.ofcom.org.uk/phones-telecoms-and-internet/advice-for-consumers](http://www.ofcom.org.uk/phones-telecoms-and-internet/advice-for-consumers) or research the number online.

---

## TYPES OF FRAUD

- ⚠️ Never provide personal details such as your bank account, National Insurance number, date of birth, driving licence or utility bill information during an application process or on your CV.
- ⚠️ Do not conduct the whole process online. At some point a job application should lead to a telephone call or face-to-face interview. Be wary of hiring agents who keep solely to email.
- ⚠️ Do some research, find out about the company that the job is with. Check landline telephone numbers to confirm the job is real. Use social media and similar sources to dig deeper into the organisation to check their reputation.
- ⚠️ If you're in doubt about a job advert, visit [www.safer-jobs.com](http://www.safer-jobs.com) for free advice.



---

### REMEMBER

**Your personal information is valuable, protect it.**

---

### CAUTION

**Do some research to check if the company exists and if they are really advertising the role.**

---

### THINK

**Why am I being asked to make upfront payments?**

---

