

HOW TO DETECT A JOB

SCAM



A job posting should not ask for personal information (*photos, social security numbers, bank account or credit card information, etc.*). Once you are employed, you may be offered the option of direct deposit which will require banking information.

A job posting should **never** require an investment, start-up fund, or money transfer.



Companies that **do not** have a physical office or are listed as a **"work at home"** position should be investigated further. Most legitimate work at home positions have an official headquarters. If an address is listed, you should search online to see if it is valid and if that address appears to be an office.



Jobs that **require** minimal experience and responsibilities **do not** typically offer large sums of money or high level positions such as CEO. Sometimes positions really are **"too good to be true"**.



Website

Most companies will have a website or some information online. You can search for the company name or the individual listed as the company contact to verify that they are legitimate. **Be wary of any companies that do not have a website or have a simple website that only speaks about the posted position.**





Legitimate job postings are typically well written with no spelling or grammatical errors.



Job and internship postings should always list what your expected responsibilities are and where they are expected to be carried out. Beware of postings that focus mainly on the income of the position. 




Employers **do not typically contact applicants immediately.** Employers have a large number of applications to go through before selecting potential candidates. However, it is common to receive a confirmation email following your application. 

Employers contacting potential candidates should provide a legitimate way to reach them. **Be wary of employers that contact you from a private number and/or provide you with no way of contacting them.** 



Beware of **startup companies with no office location near you.** 

Beware of employers who want to interview outside of an office setting. Interviews should take place in an office or public setting. Interviews should not occur in places such as a bar, hotel, or an isolated non-public place. 



Not every flag will prove to be a scam.
Still not sure? Research more!

Better Business Bureau: <http://bbb.org/us/consumers/>

Chamber of Commerce: <http://.uschamber.com/chambers/directory>

White Pages: <http://www.whitepages.com/business>

Hoover's: <http://www.hoovers.com>

Anywho: <http://www.anywho.com>

Glassdoor: <http://www.glassdoor.com/index.htm>