

Avoiding Employment Scams

If a job sounds way too good to be true or the application process seems too easy, it might be. Unfortunately, there are postings advertised that are not legitimate and are designed to draw you in.



How to spot a fraudulent job posting or recruitment program

- There are numerous spelling, grammatical, and formatting errors in the posting.
- You're contacted by a non-business email address or the business name is misspelled in the email address.
- You are offered a job without formal hiring process.
- The business does not come up with a web search or it does but the details do not match what is in the job posting.
- You are asked for money in some form: cash, cheque, or online.
 - The employer sends you a cheque or another form of "payment" before doing any work. Including payment for you to purchase "supplies".
 - Things don't add up when you do your research.
 - They ask for personal and/or banking information.
 - They promise a big payoff for very little effort.

How to avoid scams and check legitimacy

- Do a web search for the company name, email address, or phone number along with the word 'scam'.
- Research the company's website and look at LinkedIn to see if there are existing employees in the organization.
- Do a web search for the company and call the phone number listed on their website to inquire about the position.
- Watch out for phishing emails: emails that look legitimate and might have links to what looks like the company's website. Do not click on links or provide any personal or financial information over the web.
- Check in with the Co-op and Employment Services Department if something seems wrong.

How to protect yourself

- Never respond to unsolicited texts or emails
- Be wary when a "company" uses a web based email address to conduct business.
 - If you receive a cheque or funds deposited to your account in response to a job, advise your financial institution immediately.
- Be mindful where you post your resume; scammers use legitimate websites to seek out victims
- Take the time to research an employer and confirm that they are hiring. A simple search on the internet can save you thousands of dollars.
- A legitimate employer will never ask you to accept money into your personal bank account to purchase "supplies". They will also not send you money and request a part of it back
- If you receive funds for any reason from an unknown individual or company and you are asked to forward it elsewhere — don't. Chances are you are dealing with a scammer.