

Job Scam

Checklist

Do you feel sure that the job you're thinking about applying for is legitimate? Before sending in your application, take just 10-15 minutes of your time to scam-check the position. It could save you a lot of grief later.

Job Scam Checklist

Check either Y (yes) or N (no) Any box with a red letter is a red flag.

Were you contacted about a job you didn't apply for?

 Y N

Is the recruiter's email address different from the company for which they say they work?

 Y N

Is the job opening missing from the actual company's website?

 Y N

Do the job requirements and qualifications seem unreasonable for the position?

 Y N

Does the recruiter seem vague, or unable to answer questions about the position, especially about day-to-day activities?

 Y N

Are you being asked to apply via Google Forms or JotForm, instead of on LinkedIn or directly through the company's applicant tracking system?

 Y N

Are you able to reach the recruiter by telephone, without having to leave a message and wait for them to call back?

 Y N

Are you asked to interview in a non-standard manner, such as through Facebook Messenger, WhatsApp, or Google Chat? Or, does your interviewer keep their video off to avoid being seen on screen in a Zoom interview?

 Y N

Are you being pressured to apply quickly or risk losing the opportunity?

 Y N

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Have they offered to hire you on the spot, without even a formal interview?

 Y N

Have they asked you for personally identifiable information, such as your Social Security number, birth date, or bank information

 Y N

Is their grammar or spelling in their job ads, messages, and/or websites is poor? Or, do they use odd greetings such as "Hello, my dear," or "Dear Ma'am/Sir?"

 Y N

Have they asked you to buy equipment, pay for a background screen, deposit a check, or to share credit card information?

 Y N

If the company in question is not familiar, did your searches for the company on Google or other engine and the word "scam" or "complain" come up with anything concerning?

 Y N

If the company in question is not familiar, did the recruiter give you the company address that does not appear online as a real company?

 Y N

Are you being asked to download software, or create a log in to an account in order to complete an application?

 Y N

Does their website address begin with "http://" instead of "https://," indicating it is not a secure website?

 Y N

If the recruiter claims to be from a household name company, are they understanding that you want to confirm their identity?

 Y N

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Are there blog or news articles that mention the company, or press releases from the companies that show up in a search?

Y	N
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Is the recruiter's LinkedIn profile legitimate? Did you check for:

- Are there inconsistencies in dates, especially in education and experience?
- Are there inconsistencies in content, especially in their tagline, and About and Experience sections?
- Do they post content and updates regularly on LinkedIn?
- Are their connections fewer than 500 (worse, 100)?
- Do they lack followers?
- Are they missing recommendations?
- Are they missing skills?
- Is their profile photo legitimate? (Check <https://www.tineye.com/>.)

Y	N
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Y	N
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Y	N
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Y	N
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Y	N
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Y	N
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Y	N
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Y	N
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Do you feel absolutely good about the legitimacy of the job?

Y	N
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Total red flags: _____



From the article: **How to Identify an Employment Scam and Protect Yourself During Your Job Hunt**

<https://www.remoteworksource.com/identify-employment-scams-protect-yourself-during-job-hunt>