



'Support and Protection for your hiring process'







Take the informed route!

***Background Screening
serves 2 functions...***

Minimizing Risk



Maximizing Success



Minimizing Risk

- Negligent hiring **lawsuits**
- Workplace **theft** and **violence**
- **Falsified** or inflated **details** on resumes
- Unsuitable people in positions dealing with children or other **vulnerable** persons

Maximizing Success

- Determine **fit** for the organization and position
 - **Harmony** in the workplace
 - Increased **productivity**
 - **Decreased** turn over and training **costs**

Happy Workplace.

Happy Mindspace.



What do I need to know **before I start** background screening?

- Applicants must supply all information you will be researching. You may let them know what you are looking for such as “work” related references.
- Applicants must give written permission for you to access the information.
- Consistency is a must.

Background Screening Tools

- Reference Checks
- Employment Verification
- Education/Credential Verification
- Credit Summary
- ID Verification
- Criminal Record Checks
- Skills testing for Computer Competency
- Personality Profiling
- Job Match Profiling

Employment Verification and Education or Credential Verification

- Will verify that the information an applicant has provided is true or in some cases, will reveal inconsistencies.

Credit Summaries and Criminal Record Checks

- Display a person's history and should be used for 'at risk' positions
- Can be accessed by a licensed background screening provider or a police service

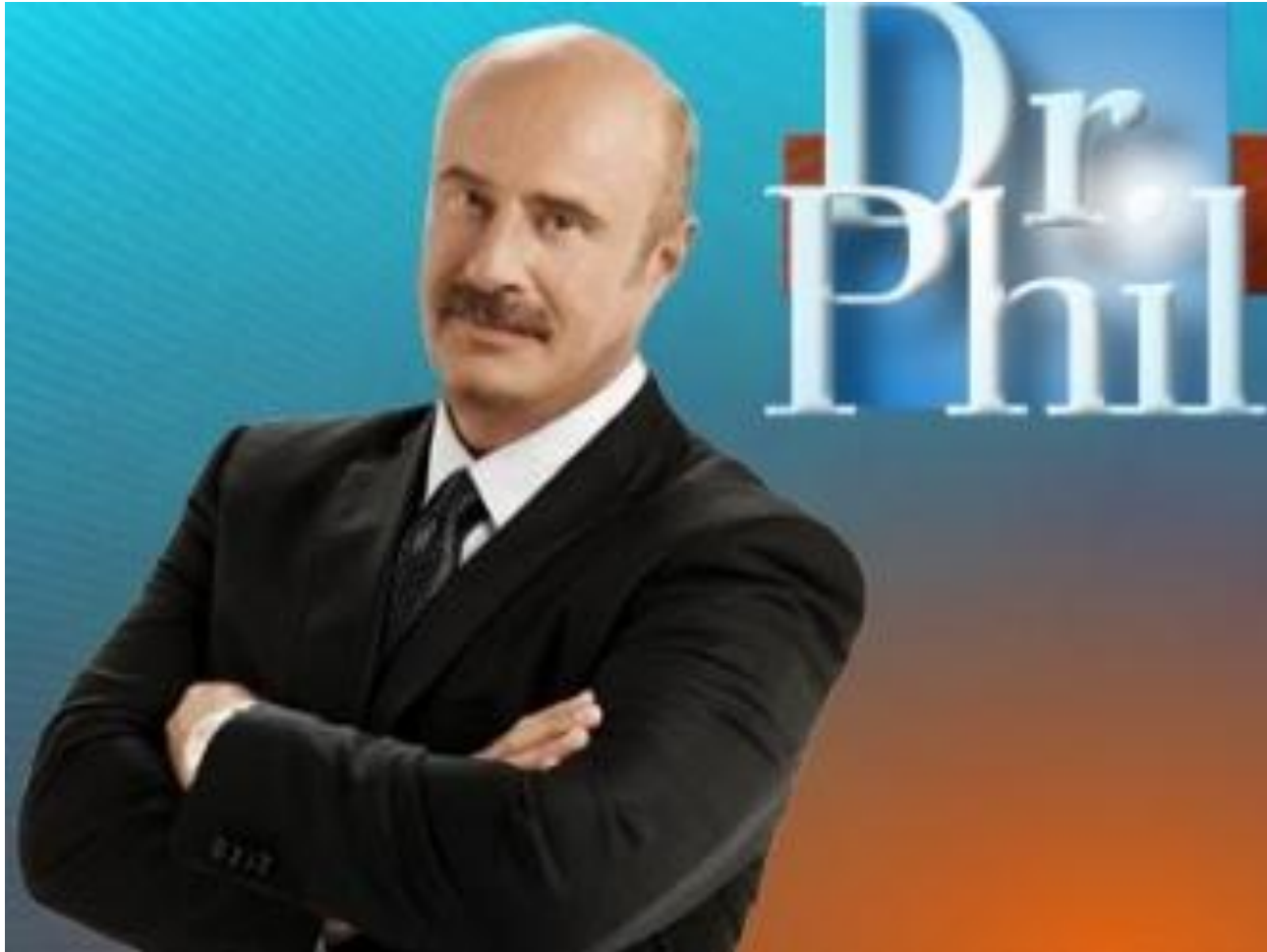
Skill testing for Computer Competency

- Efficiency in a specific program
- Typing speed and accuracy

Personality and Job Match Profiling

- Personality Profiling helps to show a person's areas of strength and weakness.
- Job match profiling – a tool that cross references a person's personality profiling to the traits required to succeed in a particular position.

Reference checks **CAN** be
the single most effective
tool in your background
screening bag....



***‘The best predictor of future behaviour is past behaviour’
~ Dr. Phil***

CAN? Or Will.

2 Things Determine the effectiveness of your Reference Checks...

1.) The Right **Questions**

2.) Honest and Accurate **Answers**

Gettin' the Dirt



Benefits of using our Background Screening Service

- Legitimizes the call
- Information provided is not shared with the applicant
- Consent forms to access the information
- Experience that puts people at ease and allows us to pick up on hesitation or inconsistency

Key Questions

- Would you rehire this person?
- What is this person's strongest asset?
- Can you suggest an area that this person can use some development in?

**'People are your most
important resource'**

Tools → Informed Decisions → Success