

Avoiding Fraudulent Job Postings

Job and internship seekers must be careful to avoid scams and fraudulent postings.

Do Your Research

Research the employers and opportunities presented.

Visit the organization's website

Review websites to help verify legitimacy. If the company doesn't have one, it takes you to a different website, or it is poorly developed, there may be a cause for concern. The website should appear professional and include all pertinent company information.

Research Company Information

Legitimate companies should have an online presence, including a [LinkedIn](#) account, that enables you to easily verify employment/internship opportunities. Read employer reviews on [Glassdoor](#) and [Indeed](#). Verify the existence or status of a company by checking with the Secretary of State of the state where the business is registered. For businesses registered in Ohio, check [businesssearch.ohiosos.gov](#).

Review Job/Internship Details

Make sure you receive a complete description of the opportunity including specific responsibilities and required qualifications.

Check with Consumer Services

Two organizations to utilize are the [Better Business Bureau](#) or the [Federal Trade Commission](#) to see if any complaints have been lodged against the company.

Look Out for Red Flags

"Red flags" are general markers to help you conduct a safer job search and protect your identity. Stay vigilant and look out for these common red flags.

Bad Website

Legitimate companies will typically have an established website that is well developed and complete with contact information.

Free Web-Based Email Address

Legitimate companies will typically have email addresses using a company domain. Use caution if the email is from a free web-based service (e.g. @gmail, @yahoo, @hotmail).

Email Address Structure

Company email addresses should be structured in such a way that the department or employee name is placed before the domain name (e.g. hr@company.com).

Poorly Written Job Postings

Be suspicious if the job posting has typos or poor grammar.

Requires an Initial Investment

Fraudulent positions sometimes request or require an initial investment, such as a payment by wire service or courier. Do not supply a potential employer with your credit card, banking account information, or other personal financial documentation.

Too Good to Be True

Fraudulent jobs postings often advertise easy and convenient ways to earn money with very little effort or no experience. If it seems too good to be true, then it probably isn't true.

If You Have Been the Victim of a Scam

Immediately contact the local police department. The police department is responsible for conducting an investigation regardless of whether the scam artist is local or in another state.

If you sent money to a fraudulent employer, contact your bank or credit card company immediately to close the account and dispute the charges. Report the scam to the FTC at [reportfraud.ftc.gov](#). If the incident occurred completely over the Internet, file a complaint with the [Internet Crime Complaint Center \(IC3\)](#).

Learn more about avoiding and reporting scams at [ftc.gov/scams](#).

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