

What is Recruitment Fraud?

Recruitment fraud is a scam in which individuals or organizations posing as a prospective employer, or a recruiting agency acting on behalf of the employer, create a fake job listing in an effort to get personal information or funds from job seekers. This type of fraud may be committed using online services, emails and other types of direct communications by persons claiming to be from the company. Recently, we have learned of several cases in which fraudulent job postings and emails were posted or sent by persons falsely claiming to be from Gannett Fleming through a fraudulent account on an otherwise legitimate job search website. Messages were sent from this fraudulent account asking potential candidates to respond by providing sensitive personal and financial information.

Please be aware of the following when reviewing potential employment opportunities with Gannett Fleming:

- Gannett Fleming's open positions will be posted on our careers page: www.gannettfleming.jobs.net.
- A job opening described in an email, on an external website, or in another solicitation that does not also appear on www.gannettfleming.job.net is likely not legitimate.
- Under no circumstance will Gannett Fleming ask prospective job applicants to make payments or purchases or to submit information about their bank accounts, credit cards, passwords, or other sensitive financial information.
- In the instance that Gannett Fleming requires additional information as part of the selection process, the applicant will be contacted directly by a Gannett Fleming recruiter or hiring manager. All emails from Gannett Fleming employee will include the recruiter or hiring managers direct contact information and will come from an email address ending in @gfnet.com.
- If you are contacted directly by anyone representing themselves as a Gannett Fleming employee about potential employment with Gannett Fleming, we encourage you to verify the individual's address, title and phone number against our office locations at <http://gannettfleming.com/office-locations>.
- Gannett Fleming initially contacts prospective candidates by email or by phone. A recruiter may conduct a phone or video interview as a preliminary step. An in-person or video interview will be required before Gannett Fleming will make an employment offer. All official Gannett Fleming email communications will include the recruiter's direct contact information.
- Communications that contain incorrect grammar, requests to re-confirm information that you have already provided, directions to purchase equipment, or offers to consider employment on a trial basis should be viewed with suspicion, as they are likely not legitimate.

In the event that you see a job posting on a site that is not posted on www.gannettfleming.jobs.net or are asked to provide personal financial or security information, the posting is likely fraudulent and may be an attempt to solicit information for identity theft or some other duplicitous purpose. Please be wary and do not respond to suspicious communications. We encourage you to contact us at employment@gfnet.com to report any potentially fraudulent activity or to confirm the authenticity of communications related to career opportunities with Gannett Fleming.

If you are concerned that you have been the victim of a recruiting scam, you may wish to alert local law enforcement and/or the FBI's Internet Crimes Complaint Center: <http://www.ic3.gov/default.aspx>.