



Verify-ED Before You Hire, Verify

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Topic: Your Brand, Your Rights, and Your Job Search

Overview: Your BRAND is the image presented to the public – including employers. This presentation will explain how to manage your online presence with regard to the job search, how your brand relates to background screening, how to answer sensitive questions, and your rights as a candidate.

Presentation Outline:

- I. Verify-ED Company Profile**
- II. Social Media Management**
 - The importance of managing your online presence and the tools to assist
 - The usage of social media in background screening
- III. What is Background Screening**
 - Overview of the checks that are often part of background screening
 - How to manage your personal information in preparation for the background check
- IV. Why Companies Screen**
 - Current real life examples of background screening situations and the outcomes of those cases
- V. Your Resume**
 - Are they embellishments or lies?
 - Customization
- VI. Completing the Job Application**
 - How to complete the screening part of an application and what information to divulge.
- VII. Preparing for the Interview**
 - How to recognize inappropriate or illegal interview questions and the proper way to respond.
- VIII. Medical and Skills Testing**
 - What to expect and how to prepare
- IX. When the Background Check Doesn't Go Well**
 - What to do if an employer takes "adverse action" based on the background screening? Your rights as a consumer.
- X. After You Get The Job**
 - Post-hire screening

Preview: http://prezi.com/r7umggzcnbhe/?utm_campaign=share&utm_medium=copy

Video Overview: <http://youtu.be/gd49kbeksn4>

Joelle Hinds-Ware is the President of Verify-ED, a provider specializing in services that support the hiring process. She is an active member of industry organizations and has been profiled in the NJ Star Ledger. Ms. Ware is a past winner of the he IFEL Business Plan Competition for the presentation of Verify-ED's **Val-ID-ate** product. She has successfully completed the Fair Credit Reporting Act Data Furnisher certificate program.