



Protecting Yourself Against Recruiting Scams

Please be aware that there are people impersonating Elemy employees and creating fake job listings to steal personal information and/or money from candidates. We want to make sure that all interested applicants stay safe when applying for jobs at Elemy.

Here are tips to keep you and your personal information safe:

1. All Elemy job openings that appear on job boards (i.e. Glassdoor or Indeed) are also listed on [elemy.com](https://www.elemy.com). If you see an Elemy position posted on a job board, but not on our website, it is not a legitimate position.
2. Elemy employees use emails with the domain @elemy.com. If you receive an email from someone claiming to be an Elemy employee, please ensure they are using that domain. You can also reach us at verify@elemy.com to verify the job posting. Please do not send resumes to this email address as it is only used for reporting potential scams.
3. To be offered a position at Elemy, our candidates go through multiple rounds of interviews. If you are offered a position without going through a rigorous process, please know that the job offer is illegitimate.
4. Elemy will never request passport details, financial information (i.e. credit card, bank account, etc.) or money from job candidates. If this information is requested from you before a thorough interview process, it is likely a scam.
5. If you believe that you have been a victim of a fraudulent recruiting scam, please contact the Internet Crimes Complaint Center at www.IC3.gov. The IC3 is an FBI entity that gathers and analyzes internet fraud in order to prosecute scammers..