



How to Avoid Job Scams

The Student Professional Development Center makes every effort to thoroughly screen employers prior to granting them access to post jobs and internships on the Elon Job Network. Job and internship postings are also reviewed for legitimacy and relevancy. However, it is always important to exercise caution when searching for jobs and internships on the Elon Job Network or any other online career platform.

Research, research, research!

Due diligence in researching employers and assessing potential opportunities is a great first step in exercising caution. Jobseekers are advised to watch for red flags and avoid engaging with employers or opportunities that seem suspicious. If an offer seems **too good to be true, it probably is**. If something seems "off" about an employer, it probably is.

Know the red flags:

- Employers asking you to submit payment, share your **bank account information**, or your social security number before being considered for a position.
- Employers offering you a **large sum of money** up front.
- Receiving a job offer without having interviewed for a position.
- Job postings that focus on the amount of money to be made with little to no reference to job duties.
- Employers offering job search or interview tips in exchange for money.
- Multiple **spelling errors or grammatical mistakes** in employer communications.
- Emails from a **personal email address** or a contact whose **email address does not match the company's website** or has the company name misspelled (e.g., elon@phoenixx.com instead of elon@phoenix.com).

Be aware of key words to avoid:

- Quick money
- Investment opportunities
- Part-time job with full-time pay
- Free work from home jobs

***If you receive any communication from an employer that you feel is suspicious or potentially fraudulent, do not continue interacting with the employer and do not provide any personal information. Also, please inform the Student Professional Development Center.**