



DIVISION OF ACADEMIC AFFAIRS

CAREER CENTER
1000 East Victoria Street, WH 200
Carson, California 90747

PHONE: (310) 243-3625

Dear Student:

While the Career Center does not knowingly accept or promote fraudulent jobs, postings on Handshake, and each job and internship posting must meet specific criteria prior to approval for posting, regrettably, false job postings may appear in our listings from time to time. False job listings are typically used to illegally collect personal information such as bank account information from job seekers or to facilitate other forms of illegal activity.

General Tips for CSUDH Students:

It is very important for you to educate yourself about potential scams as you review job and internship sites. If one or more of the following apply to the job or internship, the opportunity is probably fraudulent:

- Applications are through an external link such as a Google form. All student employment, part-time/full-time, and internship opportunities will be posted on Handshake. We will never email you directly and ask you to apply on an external link.
- The promise of a large salary for very little work or working remotely – especially those that offer thousands of dollars of income per month with little or no experience required.
- Position requires that you give credit card or bank account numbers, or copies of personal documents to initiate the interview process or hire.
- As a condition of employment, the employer asks you to send a payment by wire service or courier.
- The employer wants to hire you, but there is no face to face interview or phone interview, *and all correspondence questioning you about your qualifications is by email*. Their excuse may be that they are currently traveling outside the state or country.
- The email correspondence from the employer contains numerous errors in spelling and grammar, and does not have a signature panel. Or it is a personal email claiming to contact you on behalf of a department
- The job offers you a large payment or reward in exchange for allowing the use of your bank account - often for depositing checks or transferring money.
- The contact information includes a personal rather than commercial email address (Gmail, Yahoo, or even Toromail).
- All work is done remotely. While there are legitimate opportunities for individuals to work from home, be sure to research the position in advance of applying.

If you suspect a position is fraudulent, please notify the CSUDH Career Center. If you believe you are the victim of fraud resulting from a job listing, please contact the local police as well. Information is also abundant on the web regarding tips to identify fraud. A general Google search is a good place to start. Below are a few sites that can provide information.

Federal Trade Commission (FTC): Provides information on common job scams, how to identify them, and what to do if you've been scammed. <https://consumer.ftc.gov/all-scams/job-scams>

Better Business Bureau (BBB): Offers tips on avoiding job scams and provides a database of scam reports. <https://www.bbb.org/scamtracker>

Federal Bureau of Investigation (FBI): The FBI's Internet Crime Complaint Center (IC3) allows you to report online scams, including job scams. <https://www.ic3.gov/Home/ComplaintChoice>

Best regards,
The Career Center Staff