

A Warning about Recruitment Scams

Whilst we encourage you to explore job opportunities at Evergreen Marine (UK) Ltd, we also urge you to be cautious and wary of recruitment scams in which fraudsters pretend to represent prominent companies.

Unsuspecting applicants may be invited to participate in bogus interviews, asked to fill out fabricated employment applications and, on occasion, have even been issued fake offer letters, all with the ultimate goal of trying to entice victims to pay money or divulge sensitive personal information.

Please be cautious to the points below as you progress your job search.

Information about Evergreen Marine (UK) Ltd

Evergreen Marine (UK) Ltd's recruitment email address is <u>recruit@evergreen-marine.co.uk</u>. Alternatively, you may receive an email from <u>no-reply@adp.com</u> which is from our Careers Portal.

If you have been offered a job in our UK offices the contract will show the Company name Evergreen Marine (UK) Ltd.

What to look out for?

- Being asked to pay money as part of the application process (such as a 'pre-employment screening fee').
- Requests for personal information that came from someone you don't know or don't trust.
- Offers of employment which seem too good to be true, or too easy to secure.
- Illegitimate companies or illegitimate emails if you are unsure of the legitimacy of a company, you can check this using the Companies House via GOV UK.
- Unprofessional communication pay attention to how the recruiter communicates.
 Legitimate companies typically use professional email addresses, not generic Gmail or Yahoo accounts.

What should you do if you've been a victim of employment fraud?

- Stop all communication with the 'agency' but make a note of their details and <u>report it to</u>
 <u>Action Fraud</u>.
- If you've given them any money, contact your bank immediately.
- Warn the operators of the website where you placed your CV that their site is being used by fraudsters.
- Don't give any more money to the scammers. If you have, then call your bank to let them know.