



गृह मंत्रालय  
MINISTRY OF  
HOME AFFAIRS



# IS YOUR JOB OFFER FAKE OR REAL?

The rapid growth of information and communication technology has completely changed the way of job search. Nowadays all our employment search begins online and this gives an opportunity to cybercriminals to trick us into scams.

Job frauds are a sophisticated fraud, offering fictitious job opportunities to job seekers. This type of fraud is normally done through online services such as bogus websites, or through unsolicited e-mails claiming to be from known companies or brands. It has become difficult to determine whether a job offer is legitimate or fake.



Follow on twitter @CyberDost to get cyber safety tips  
[www.cybercrime.gov.in](http://www.cybercrime.gov.in)



**You can always stay  
one step ahead of fraudsters and find  
a legitimate job by following below given tips:**

- 1. Avoid opportunities on search engine advertisements:**  
Always search and apply for jobs posted on authentic job portals or newspapers. Do not apply for jobs posted on search engine ads, social media advertisements or labelled sponsored links or results.
- 2. Check privacy policy of job sites:**  
Before registering on any job search portal, check the privacy policy of the website to know the type of information collected from the user and how it will be processed by the website.
- 3. Do research:**  
Always try to check the company's website if you have found a job opportunity on any other website to check the authenticity of the job and know more about the profile. Very often companies put their manpower requirements on their official website under the 'careers' section.



## Don't respond to unsolicited emails

**4.** Always keep a note of where you've applied for the job. Do not respond to any generic emails from an unknown company, as it could be a scam

**5. Fake Government Jobs:**

Always check the website of the Government organisations for details about the job openings in a Government department. All government websites have gov.in or nic.in as part of their website address (e.g. www.mha.gov.in). All Government organisations always advertise vacancies in the leading newspapers and Employment News.

**6. Check for spelling mistakes:**

Always look for the spelling errors in the e-mail address and job descriptions. If an email has spelling, grammatical and punctuation errors, it could be a scam. The email address looks similar to the actual company. Examples of suspicious addresses include "Info@company.net" instead of "Info@company.com," and misspelled company names like "Info@companie.com" or "Info@compaany.com."



## Use verified job portals

- 7.** These days, many job portals offer paid services for resume writing, resume promotion, and job alerts. Before paying to these portals, check authenticity and reviews of the website. Consult your family and friends to know about reliable websites.
- 8. Never pay for a job:**  
Beware of the emails, which offer jobs in exchange for money as such e-mails are spam. No organization/ company ever asks for money to work for them.
- 9. Online interview:**  
These days many organisations conduct interviews through telephone, chat services, Skype calls or Google hangouts. Always do proper research about the organisation and its representative before the online interview. Make sure to ask detailed questions related to the job and the organisation from the interviewer.



## ABOUT US

An initiative of Government of India to facilitate victims/complainants to report all types of cybercrime complaints online. Complaints reported National Cyber Crime Reporting Portal are dealt by respective police authorities of States/ UTs based on the information provided by the complainants

If you want to report something other than Cybercrime cases or in case of an emergency please contact your local police by dialing 100

