

Faking It

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False passports, references from companies that do not exist, 2:2 degrees that become 2:1s, made-up MBAs& if your organisation has tended to take CVs at face value, it is time to think again. Research from the CIPD's latest survey, Recruitment, Retention and Turnover 2005, shows that one in four companies had to withdraw a job offer because of CV fraud last year, and a similar proportion sacked someone for the same offence.

The CIPD's findings on CV fraud are backed by CV checking firm Recruit with Confidence - their internal research showing that 28 per cent of CVs contain some errors - and in a buoyant market that figure goes up. It is common for 2:2 degrees to be bumped up to 2:1s. And approximately 4 per cent of CVs contain "very serious errors" - which can mean anything from university qualifications that do not exist to candidates glossing over the fact that they have spent time in jail.

The market is driven by regulation, corporate governance, employers trying to provide a safer workplace and those seeking to reduce their liability. As a result, making checks on candidates is vital - and something that should never be sacrificed.

As a company it gives you a competitive advantage as it sends a strong message to the market that if you come and work for us, we will make sure you are who you say you are. This signals that your Company is not only professional but one who has high standards of integrity.

Tips

- Before interview check CV for any gaps and ask questions to explore any dates which are suspicious or incorrect
- Ensure that your interviewers are trained in questioning techniques
- Design your interview process to probe areas of experience
- Always check original certificates to verify qualifications
- Check identity by asking for passports and proof of address.
- Be alert to fake passports
- Ensure that your application form has a space for the candidate to sign to acknowledge that the information contained within it is authentic.