



Recruitment Fraud

What is Recruitment Fraud?

Recruitment fraud continues to be a serious issue in today's job market. This fraud typically involves perpetrators offering fake job opportunities to job seekers with the intention of getting either money or personal information, for use in identity theft. Hilton takes this fraud seriously and is committed to the safety and security of all job seekers and applicants. We will never request money or charge fees to an applicant as part of the application process. If you would like to pursue employment opportunities with Hilton, please visit our official careers website at: jobs.hilton.com. Read below to become more familiar with identifying and reporting recruitment fraud.

If you believe you have been targeted with recruitment fraud activities, please contact Hilton Global Information Security at ISC@hilton.com and consider contacting your local law enforcement agency for guidance.

How to Identify Recruitment Fraud

Perpetrators often ask recipients to complete fake recruitment documents, such as job applications or visa forms. It is important to look for these key warning signs:

- Requests for personal information, such as passport details and banking information.
- Requests to contact other companies/individuals (e.g., lawyers, bank officials, travel agencies, courier companies, visa/immigration processing agencies).
- An offer to pay a percentage of the fees requested if the candidate pays the remaining amount.
- A sense of urgency for the applicant to act quickly on the correspondence or offer.

What Should I Do?

Do:

- Save messages from the perpetrator for further investigation. Save the original subject line, including headers and complete message content.
- Send an email to the Hilton Global Information Security team (ISC@hilton.com) and include all relevant evidence, including job posting information and email communications.
- Consider contacting your local law enforcement agency for guidance.

Do Not:

- Respond to unsolicited business propositions and/or offers of employment from people with whom you are unfamiliar.
- Disclose your personal or financial details to anyone you do not know.
- Send any money. Hilton does not ask for money or payments from applicants.
- Engage in further communication if you believe the communications may be fraudulent.