Implementation Plan With Deliverables And Timeframes To Conduct Background Screening / Probity Checks For Recruitment And/ Or Employment Purposes.

AMS Personnel Group (Pty) Ltd is registered and uses the Refcheck Advanced system to assist employers to verify the personal details of a potential employee or candidate prior to offering employment.

The comprehensive background screening solution includes:

Deliverables	Description
Criminal Record Searches	Determine individual criminal record status with the South African Police Service via AFISwitch (Automated Fingerprint Identification System)
ID Verification	Authenticate prospective employees' and business partners' identities. ID is validated and matched to surname.
Tertiary Academic Qualification	Verify tertiary and secondary academic qualification held by the individual from registered local and international institutions. This report also includes the dates issued and confirmation of results.
Matric & Secondary School	Verify Matric qualifications held by the individual.
Employment History & Reference Checks	Verify local and global employment history. Past employees are contacted to validate information, including company name, company address and contact details.
Drivers License	Check drivers' license status. This report provides you with drivers licence information including date of issue and expiry, code status as well as endorsements

TIMEFRAMES: Response times vary from real-time to 72 hours depending on data requiring verification. In the event that incorrect or insufficient information is provided by a user, these response times may increase.

SERVICE:

Once the searches are complete, you will receive an email providing you with access to the results and unique reference number. Besides a candidate's full name, contact number and identity number, we will also require the following if you require a tertiary academic qualification verified:
  o Name of education institution;
  o Type of degree/diploma received;
  o Year Qualified;
  o Candidate Maiden Name (if applicable); and
  o Student Number (if available).

Note: If you have a applied for an Academic verification from UNISA, TechnikonSA, CompTIA or any Global institution please supply a letter of consent signed by the candidate.