



Are your hiring processes legally compliant?

There are many different hiring solutions available today that claim to help you screen or evaluate your candidates. However, not all offer the types of validated science and research designed to help you make the best hiring decisions that are compliant with EEOC statutes and guidelines.

Take reference checking solutions for example, where simple mistakes can be costly. Getting feedback from managers, coworkers and direct reports on a candidate's past performance, can predict future performance. But this predictive ability comes only from reliable, scientifically valid and proven methodologies.

So it's not only about good science: it's also about the law.

Understand and support compliance.

Are your tests, surveys and evaluation criteria free of bias or adverse impact?

Can your vendors provide documentation noting they have conducted validity testing that shows their solution does not adversely impact protected classes? Request evidence that your tests, tools and survey providers meet EEOC standards and support OFCCP compliance. Data collection, analysis and reporting by your survey vendor should be ongoing.

Are your tests, surveys and evaluation criteria consistent and reliable?

Tests, surveys and selection criteria must meet consistency and reliability standards.

Are you evaluating behaviors that are critical to job success?

Tests unrelated to specific job-related criteria are often targeted in lawsuits. They must be valid, with evidence that what's being evaluated is related to job success.

Is your data safe and easily accessible?

Your surveys, tests and tools should provide long-term electronic storage of your candidates results in case of an audit or legal inquiry. You should be able to access and run historical reports.



Organizations can spend millions of dollars settling lawsuits because they failed to comply with federal rules and guidelines. The negative impact on your brand can be even more costly.

Don't be one of them.

DON'T:

- ❌ Use generic surveys, tests or tools that disregard job-specific behaviors
- ❌ Trust claims of compliance that are void of statistical proof
- ❌ Allow teams to create your own survey questions
- ❌ Use algorithm-based tools that may inadvertently reinforce bias

DO:

- ✅ Use surveys tests and tools tied to job-related behaviors
- ✅ Use validated surveys, tests and tools to predict job success
- ✅ Request results of peer-reviewed studies on adverse impact/validity
- ✅ Rely on proven experts in industrial/organizational psychology
- ✅ Ensure questions are consistent and processes are equal across job candidates
- ✅ Make sure any technology used (online applications, chat, reference checking portals, etc.) conforms with Web Content Accessibility Guidelines

Why SkillSurvey?

- SkillSurvey Reference™ and our Pre-Hire 360® methodology is proven and patented and our solution helps organizations check references on more than 30,000 job candidates each month.
- Survey library contains hundreds of online, job-specific surveys.
- Dedicated in-house team of I/O Psychologists routinely conducts reliability, predictive validity, and adverse impact studies.
- Peer-reviewed results consistently exceed professional standards.

