

Candidate Report

At a glance

Candidate details

Candidate full name:	Mr Joe Bloggs
Date of birth:	18/06/1975
Address:	24 Dartmouth Way, Manchester, M39 3WE

Report details

Report on behalf of:	Sample Customer Ltd	Total Pages
Reference number:	12345678	10
Date check request submitted:	18 th August 2011	
Date report completed:	1 st September 2011	

Check outcome

Check	Status
Standard Employee Credit Check	Pass
Identity and Address Check	Pass
Employment Reference 1: Example Co Ltd	Pass
Employment Reference 2: Imaginary Consulting LLP	Pass
Driving Licence Check	Pass
Qualifications Check	Pass
Basic Criminal Records Check	Pass
Directorship Check	Pass
Professional Membership Check	Pass

Important – please read

The information contained within this report is intended for use by the named client as part of a wider candidate assessment during the recruitment process. Recruitment decisions should be based on all the information gleaned from the selection process and not just that included within this report.

Aaron Wallis and its agents collect the data to build candidate reports from a variety of sources that may in turn collect their data from numerous sources. As such it is impractical to verify or warrant the accuracy of the data within this report. By using the Aaron Wallis screening service you acknowledge your acceptance of these risks.

In detail

Standard Employee Credit Check

Court and Insolvency data – summary

Publicly available financial information from the last 6 years is searched. Know Your Candidate automatically searches forward and previous address links from the candidate's address provided.

Are there any Court and Insolvency records present for this candidate?	YES
County Court Judgements (ENG, WAL, NI) / Scottish Decrees	YES
Individual Voluntary Arrangements (ENG, WAL, NI) / Protected Trust Deeds (Scotland)	NO
Bankruptcy Orders / Sequestration Orders (Scotland)	NO

Court and Insolvency data - detail

Type	Code	Date	Value	Satisfied	Court	Address Registered Against
County Court Judgement	HJHKM	30/04/07	£1737	NO	Leeds	Current – 24 Dartmouth Way, Manchester, M39 2WE

Notice of Correction (NOC)

Individuals have a statutory right to enter a Notice of Correction on their Credit File. They are typically entered by individual's to explain disputes or provide a brief explanation of why negative data exists on their file.

Has the candidate entered a Notice of Correction?	YES
Notice of Correction text:	<i>"I would like potential creditors and lenders to note that the county court judgement and late payment history occurred due to fraudulent activity by my accountant. This meant that I had to direct funds from other payments to meet my mortgage. My credit rating was very good prior to this incident. Arrangements have been made to re-adjust our monthly payments" – Signed Joe Bloggs 01/05/2007</i>

Electoral Roll registration history

Only the Edited Version of the Electoral Roll can be used for employment screening purposes. Citizens can choose to 'opt-out' of having their name displayed on the Edited Electoral Roll. The average opt-out rate across all UK local authorities is 45%.

Address	24 Dartmouth Way, Manchester, M39 2WE		
Candidate confirmed resident	YES	Years since last entry	0
Dates	2006 – 2011	Length of residence	5 years
Linked address(es)	YES		
Address	237 High Street, Newhampton, NH15 3BH		
Dates	1999 – 2006		

Identity and Residency Check

Identity validation - summary

Is the candidate's identity validated?	YES
How many pieces of data support the validation?	11
Oldest data that supports the identity	Active credit account opened 6Y 9M ago

Identity validation – data item breakdown

Active credit accounts	5
Closed credit accounts	3
Credit account applications within last 12 months	2
Court and Insolvency records	0
Electoral Roll* <small>The date of birth is captured for all 17 year olds who will attain the right to vote in the next 12 months</small>	1

Residency validation - summary

Is the candidate's residency validated?	YES
How many pieces of data support the validation?	8

Residency validation – data item breakdown

Active credit accounts (accounts updated within the last month)	5 (5)
Credit account applications within last 12 months	2
Court and Insolvency records within last 12 months	0
Electoral Roll*	1

Alert indicators

Registered as deceased	NO
Alias names	NO

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Employment Reference Check

Employment Reference 1 – detail

Organisation name	Example Co. Ltd
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	Information given by candidate	Information from referee
Position held	Sales Manager	Discrepancy – Business Development Executive
Employment start date	September 2006	Confirmed - 26 th September 2006
Employment end date	June 2008	Discrepancy – 16 th March 2008
Reason for leaving	Resigned	Confirmed

Employment Reference 1 – additional information

Additional Information Obtained:		Notes:
Overall work performance	Good	Tim Barrow remembers the candidate well and said during his time with Example Co. Ltd he was well liked and developed some really strong customer relationships and delivered well against target.
Attendance & reliability	Good	
Ability to work with others	Good	
Honesty & integrity	Good	
Attitude & conduct	Good	
Disciplinary action taken	None	
Re-employ?	Yes	
Sick days in last 12 months	None	
Parental leave in last 12 months	None	

Employment Reference 1 – audit trail

Information confirmed by	Tim Barrow, HR Manager, Example Co. Ltd, based Hull, UK
Method	Telephone
Time / date	10:47 AM Friday 26 th August 2011

Employment Reference Check

Employment Reference 2 – detail

Organisation name	Imaginary Consulting LLP
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	Information given by candidate	Information from referee
Position held	Consultant – Public Sector	Consultant – Public Sector
Employment start date	October 2009	3 rd October 2009
Employment end date	January 2011	21 st January 2011
Reason for leaving	Made redundant	Confirmed

Employment Reference 2 – additional information

Additional Information Obtained:		Notes:
Overall work performance	No data provided	It is the policy of Imaginary Consulting LLP only to provide basic employment details within references. The reference was supplied via fax (attached).
Attendance & reliability	No data provided	
Ability to work with others	No data provided	
Honesty & integrity	No data provided	
Attitude & conduct	No data provided	
Disciplinary action taken	No data provided	
Re-employ?	No data provided	
Sick days in last 12 months	One	
Parental leave in last 12 months	None	

Employment Reference 2 – audit trail

Information confirmed by	Zoe Hall, HR Executive, Imaginary Consulting LLP, London, UK
Method	Fax
Time / date	11:15, Thursday 1 st September 2011

Driving Licence Check

Driving Licence Check - details

Licence number	BLOGGS706185J99YV
Licence number correct	YES
Full or provisional licence	FULL
Address on licence	24 Dartmouth Way, Manchester, M39 2WE

Driving Licence Check – Endorsements and Penalty Points

Offence code / description	Offence Date	Endorsement expiry	Points
SP30 – exceeding statutory speed limit on a public road	05/03/2008	05/03/2012	3
TS10 – failing to comply with traffic light signals	09/07/2010	09/07/2014	3
Total Points			6

Driving Licence Check – audit trail

Information confirmed by	Jack Jones, Driver Licence Validation Service Team, DVLA
Method	Telephone
Time / date	09:17 Thursday 1 st September 2011

Qualifications Check

Qualifications Check- detail

	Information given by candidate	Information from education establishment
Establishment attended	University of Manchester	Confirmed
Attendance start date	September 1993	Confirmed - 26 th September 1993
Attendance end date	June 1996	Confirmed - 30 th June 1996
Course(s) studied	Applied Mathematics	Confirmed
Qualification	BSc Honours	Confirmed
Grade achieved	Upper Second Class (2.1)	Discrepancy – Lower Second Class (2.2)

Qualifications Check – audit trail

Information confirmed by	Kim Rogers, Student Records, University of Manchester
Method	Email
Time / date	10:47 AM Friday 2 nd September 2011

Basic Criminal Records Check

Basic Criminal Record Check - details

Name	Joe Bloggs
Date of birth	18/06/1975
Disclosure number	11010010199977766
Date of issue	1 st September 2011
Convictions listed	YES – 3 unspent convictions listed see scanned copy of disclosure for details
Cautions Listed	NONE
Other relevant information listed	NONE

NOTE: In all cases a scanned copy of the disclosure certificate will be supplied as a scanned image attached to the report.

Directorship Check

Directorship Check – summary

Were any current directorships found for the candidate?	YES
Were any previous directorships found for the candidate?	YES
Was the candidate a director of a company at the time it was dissolved?	NO
Was the candidate found on the Disqualified Directors Register?	YES

Directorship Check - detail

Current directorships

Company name	Registered number	Date appointed	Appointment Type
Speedy Vehicle Rental Ltd	6221013	10/06/09	Directorship

Previous directorships

Company name	Registered number	Date appointed	Date resigned	Appointment Type
Oaktown Real Estate Ltd	6220009	18/07/99	29/03/02	Directorship

Directorships at time of Dissolution

Company name	Registered number	Date appointed	Date of dissolution	Appointment Type
N/A	N/A	N/A	N/A	N/A

Disqualification data

Name and DOB matched	Joe Bloggs 18/06/1975
Number of disqualification orders	ONE
Disqualification dates	29/03/02 to 28/03/08
Reason code	CDDA 1986 S10
Description	Participating in wrongful trading

Professional Membership Check

Professional Membership Check - detail

	Information given by candidate	Information from professional body
Professional body	Institute of Sales and Marketing Management	Confirmed
Affiliation start date	September 2000	Confirmed
Affiliation end date	Current member	Confirmed
Membership Level	Full member	Confirmed
Qualifications gained	ISMM Qualification Level 3	Confirmed – awarded July 2003

Professional Membership Check – audit trail

Information confirmed by	Emily Hutchinson, Member Administration Department, ISMM
Method	Telephone
Time / date	10:47 AM Thursday 1 st September 2011

01 September 2011

Imaginary Consulting LLP

Imaginary Consulting LLP
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London
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E: Imagico.uk.com

Re: Joe Bloggs Reference

I can confirm the following details regarding Joe Bloggs employment with Imaginary Consulting LLP:

Date of joining: 3rd October 2009

Date of leaving: 21st January 2011

Position held on leaving: Consultant Public Sector

Reason for leaving: Redundancy

Sick days in the last 12 months: one

Parental leave in the last 12 months: none

Whilst we are pleased to supply references for all our former employees, all references issued by our company are confidential and without legal responsibility.

Yours sincerely

For and on behalf of Imaginary Consulting LLP

Zoe Hall

HR Executive