



What is a background check and how does it work?

To ensure a safe and secure work and learning environment, South Puget Sound Community College (SPSCC) performs background checks on employees and those who perform services on the college campuses over the age of 18.

You will receive an email from Checkr, Inc. when a background check is requested by SPSCC. Checkr will request both your authorization and your personal identifying information (PII), including:

- Phone number
- Email
- Social Security Number
- Date of birth

Be sure to check your Junk Email folder!

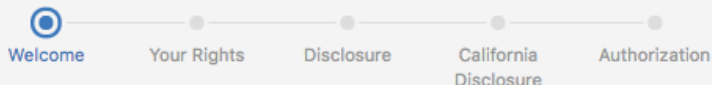
Checkr, Inc. is a background check company who will gather information on behalf of the college; they will not make any decisions regarding employment or eligibility. Once Checkr has completed their search, SPSCC will be notified when the background check is clear, or that we will need to consider reported information. Convictions do not automatically disqualify an employee or service provider from working on our campuses; each conviction record will be reviewed on a case-by-case basis by the Chief Human Resource Officer and the appropriate department heads to consider the nature of employment or service and the gravity of the offense, as well as time passed.

While most database screenings (SSN Trace, Sex Offender Search, Global Watchlist Search, and National Criminal Search) are completed within a few seconds, manual county court-level searches can slow the completion time depending on county courthouse operations.

Please initiate your background check as soon as possible to avoid an interruption in your employment.

Checkr will email you reminders to complete your background check for seven days. If your background check is not completed within fourteen days, your employment or service commitment will be terminated.

What does the Checkr Applicant Portal look like?



Welcome Your Rights Disclosure California Disclosure Authorization

Welcome

Checkr-Sales (the "Company") has engaged Checkr, Inc. to obtain a consumer report and/or investigative consumer report, as defined in California, for employment purposes. Checkr Inc. will provide a background investigation as a pre-condition of your engagement with the Company and in compliance with applicable law.

After you've completed the form, you can check the status of your background check on the [Checkr Applicant Portal](#).

Applicant information

Please submit your full legal name

First name	Middle name (required)	Last name
<input type="text" value="Harvey"/>	<input type="text" value="Q"/>	<input type="text" value="Applicant"/>

I confirm I have no middle name.

Date of birth		
<input type="text" value="7 - July"/>	<input type="text" value="12"/>	<input type="text" value="1"/>

Social Security Number	Current zip code
<input type="text" value=""/>	<input type="text" value="98740"/>

Contact information

Phone number	Email
<input type="text" value=""/>	<input type="text" value="harvey@example.com"/>

By clicking **Continue** you agree to Checkr, Inc's [Privacy Policy](#), and consent to Checkr contacting you by email, phone, or SMS texts with information relating to your background check.

[Continue >](#)

Checkr

One Montgomery Street, Suite 2000, San Francisco, CA 94104
[FAQs](#) (844) 824 3257 [Privacy Policy](#)

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