



# First Advantage

A Symphony Technology Group Company

## Important information about your background screening

Hello, we're **First Advantage**.

We're working with your employer to complete your background screening. If you haven't been through a background screen before, don't worry. We're on the end of the phone ready to help through the whole thing.

You'll receive an email from us asking you to register and start your screening soon. Have details of your education and previous employers ready so our team can get in touch with them.

If there's anything that we can't confirm we'll contact you to ask for another form of evidence.

We look forward to hearing from you soon,

The First Advantage team

### **Why am I being screened?**

First Advantage has been asked by your new employer to carry out your background screening.

### **What will be checked?**

Checks will vary from role to role, but usually include qualifications, employment history and criminal records. More senior roles normally involve more in-depth checks.

### **Can I see a copy of my report?**

You'll need to contact your employer for a copy of your

report. Unfortunately we can't send them to you.

### **Who do I contact if I'm having problems?**

You can phone our UK-based Customer Care Centre on **+44 (0)800 088 5473** or email us on **GlobalAdvantageSupport@fadv.com**

### **Is my data safe?**

First Advantage is fully GDPR compliant, and you'll be able to review our privacy policy and how data is processed before you begin your screening.



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Contact us: +44 (0)800 088 5473