

Beware of Fraudulent Recruiting **Beware of Fraudulent Recruiting!**

Syscon Instruments Private Limited,
Plot No. 66, Electronic City,
Hosur Road,
Bangalore – 560100

It has been brought to our notice that certain persons / Firms are misleading job aspiring candidates by soliciting *allegedly refundable security deposit amount* to be deposited in cash in certain specified bank(s) towards registration / interview fees / issuance of appointment letter etc. for job opportunities in our Company. These said persons / Firms are also wrongfully using Syscon's Logo as well as the names of certain officials of the company to lure innocent members of the public to fall into this trap.

We would like to categorically state that these communications are purely made with the intent to defraud the public. We do not and will not solicit amount from job applicants for any reason whatsoever.

WE HAVE NEITHER AUTHORISED ANY PERSON / FIRM TO RECEIVE ANY PAYMENT NOR WILL REQUIRE ANY PAYMENT /CASH DEPOSIT TO BE MADE BY ANY CANDIDATE TO OUR COMPANY AND/OR TO ANY INDIVIDUALS IN THE RECRUITMENT PROCESS.

Please be informed that we have not authorized persons / agencies or firms to conduct recruitment on our behalf. Candidates need to be cautious and not trust agencies or individuals charging fees for their services while claiming to be our representatives.

We are not responsible for any claims or actions, arising out of dealings, monetary or otherwise, with any unauthorized persons / agencies or firms. We reserve our rights to initiate any proceedings or legal actions against such persons / agencies or firms, as we may deem fit.

We urge the public not to be misled by communications made by any unauthorized persons / agencies or firms. All official communication are managed through our official e-mail ID (@sysconinstruments.com)

Should you require any further information about genuinity or otherwise of such communications which you may receive, you are requested to please get in touch with us through e-mail address shenoyhb@sysconinstruments.com or our aforesaid address.

For Syscon Instruments Private Limited,

Vice President – Resources

Candidates are advised to read the following FAQs so that they are equipped with the right information concerning recruitment practices at Syscon Instruments Private Limited.

- **What does a fake offer letter look like?**

1. Sent using public domain IDs (@gmail.com, @yahoo....)
2. Demands a fee in lieu of the offer / interview
3. Demands personal information – Bank account details, PIN numbers etc. of the candidate
4. Possesses an invalid interview location and / or phone numbers
5. Has no proper salutation, incorrect grammar, spelling errors

- **What should I do if I suspect of a fake offer?**

If you suspect the offer to be fake, report the case immediately to:

1. Syscon Instruments Private Limited (shenoyhb@sysconinstruments.com)
2. Local police authorities

- **What are the things that I should keep in mind when I receive an offer letter/interview call from Syscon Instruments Private Limited?**

1. We do not have / authorized any third-party recruitment partners.
2. We do not appoint any agents/agency/Firm/Company to make job offers on the Company's behalf.
3. We will never ask for 'recruitment fees', 'processing fees' or 'security /caution deposits' or any other kind of money in exchange for offer letters or interview calls at any time during hiring.
4. Do not divulge personal and confidential information without proper verification of the organization or the individual.
5. Do not pay money any individual/agency/Firm for an offer/interview.
6. All offer related communication are managed through our official e-mail ID (@sysconinstruments.com)
7. All the interviews are scheduled within company premises only
8. No confidential information like Bank A/c no, PIN etc. are asked during the hiring process.
9. Any offer letter can be verified by writing to shenoyhb@sysconinstruments.com