

When companies/employers contact the Managed Account Service (formerly ED) to place a job posting, they must be told that the UJ Employer Reference Number must always be quoted in future contacts.

Where the named company/employer recruiter is not available and a job posting is required, another person from within the company/employer may place the job posting via the Managed Account Service. They may do this, providing that they provide the UJ Employer Reference Number.

Where the person contacting the Managed Account Service offers the recruiter name and e-mail address, this is not sufficient as these pieces of information have been used by bogus companies/employers to place job postings.