

## Background Check Services

New Office offers an array of testing and background checks to provide further insight into the important attributes of candidates. This is a crucial part of the pre-employment process and can assist employers in making more informed hiring decisions. Use this order form to purchase services a-la-carte or save money with our packages on the next page.

<b><u>Social Security Trace &amp; Theft Database</u></b>	\$20	___
Verification of SSN, residential history and any other names and SSN's used by applicant.		
<b><u>Credit Check</u></b>	\$20	___
Provides address & employment history, SS fraud & public records search, along with a financial summary. Public records can include bankruptcies, liens, judgments & collections.		
<b><u>Federal Criminal Background Check</u></b>	\$40	___
Minimum 7 years of records are searched for existing history of felony and misdemeanor convictions.		
<b><u>State Criminal Background Check</u></b>	\$50	___
Minimum 7 years of records are searched for existing history of felony and misdemeanor convictions.		
<b><u>County Criminal Background Check</u></b>	\$60	___
Minimum 7 years of county records are searched for existing history of felony and misdemeanor convictions.		
<b><u>County Civil Search (per county)</u></b>	\$50	___
Minimum 7 years of county records are searched for existing history of felony and misdemeanor convictions.		
<b><u>Education Verification (per degree)</u></b>	\$30	___
We confirm dates of attendance and awarded degree(s).		
<b><u>Motor Vehicle Report</u></b>	\$40	___
Reports can include records of minor traffic violations up to felonies and DUI's. Records are only searched for 3 years.		
<b><u>Media Search</u></b>	\$50	___
We conduct an in-depth search inside the Lexis-Nexis database.		
<b><u>Two Reference Checks</u></b>	\$50	___
Our recruiters conduct phone interviews with personal or professional references regarding character, job performance, etc.		
<b><u>Employment Verification (per employer)</u></b>	\$50	___
Search specialists conduct phone confirmation of employment status and salary range(s).		

## Background Check Packages

### Package #1

Product	Individual Price	Package Price
SSN Trace & Theft	\$20	<b>\$135</b>
County Criminal	\$60	
Credit Check	\$30	
Motor Vehicle Report	\$40	

### Package #2

Product	Individual Price	Package Price
SSN Trace & Theft	\$20	<b>\$145</b>
County Criminal	\$60	
Credit Check	\$30	
Reference Checks	\$50	

### Package #3

Product	Individual Price	Package Price
SSN Trace & Theft	\$20	<b>\$200</b>
County Criminal	\$60	
Credit Check	\$30	
Reference Checks	\$50	
Education Verification	\$30	
Employment Verification	\$50	

## Software and Skills Testing

NewHire also offers an array of tests to ensure that job applicants are a good match for your position.

### Wonderlic™ Testing

The *Wonderlic Personnel Test* is a short-form measure of cognitive ability or aptitude, the most accurate predictor of employment success.

Wonderlic™ personnel test (proctored in downtown Chicago).....	\$75
Wonderlic™ online qualifier test (not proctored and available anywhere).....	\$35

### Skills testing

Spelling.....	\$10
Grammar.....	\$10
Vocabulary.....	\$10
Typing.....	\$10
TTI Assessments (DISC, PIAV, Sales, etc.).....	Call for pricing

### Software Testing

Microsoft Excel.....	\$25
Microsoft Word.....	\$25

Many other software tests are available. Please call us at (877) 923-0054 for more information.