

Background Check and Skills Testing Services

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.

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

Background Check Packages

Package #1

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

Package #2

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

Package #3

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

Software and Skills Testing

NewHire also offers the following tests and assessments to ensure that job applicants are a good match for your position.

Wonderlic™ Testing

Wonderlic™ online personnel test.....\$35
 The *Wonderlic Personnel Test* is a short-form measure of cognitive ability and aptitude which are two of the most accurate predictors of employment success.

Microsoft Office

Microsoft Excel..... \$30
 Microsoft Word..... \$30
 Microsoft Outlook..... \$30
 Microsoft Access.....\$30
 Microsoft PowerPoint.....\$30

Keyboarding Skills

Typing Speed and Accuracy..... \$30
 Data Entry (alphanumeric)..... \$30
 Data Entry (numeric)..... \$30
 Data Entry (legal)..... \$30
 Data Entry (medical).....\$30

TTI Assessments

DISC Test.....Call for pricing
 DISC testing provides insight into a candidate’s behavioral style. It does not test intelligence or skill, but rather analyzes a person’s manner of doing things and communicating with others

PIAV Test.....Call for pricing
 PIAV testing identifies a candidate’s unique set of personal interests, attitudes, and values. It provides insight into the source of a candidate’s desire to become involved in or to avoid certain activities.

Job Benchmarking Tool.....\$495
 Job Benchmarking gathers and synthesizes information from your current employees to produce an inventory of traits that a candidate might possess to encourage success in your open position.