# REDUCE
# I-9 WORKLOADS

Easily verify your candidates' I-9 employment eligibility during onboarding with the HireRight I-9 integration. HireRight is the only iCIMS partner to offer both I-9 and background screening integrated solutions, so you, your candidates and employees can have a consistently streamlined and intuitive I-9 and screening experience. Our Integration helps to reduce I-9 workloads while facilitating I-9 compliance and satisfying U. S. Citizenship and Immigration Service (USCIS) requirements.

Features include seamless ordering from within iCIMS, a single employer dashboard for management, real-time status updates and instant E-Verify checks. Data mapping means candidate details provided during the iCIMS workflow are pre-populated for I-9 completion by candidates, and change tracker and duplicate version features all simplify the I-9 process. Customizable reports are available through the dashboard to enable simple and efficient management of the I-9 process and to provide reports for audit of your I-9 compliance.

## How it works

When you order HireRight's I-9 Solution, you are connected to HireRight's fully functioning electronic I-9 Forms and management system.

From the dashboard you can invite candidates and employees for reverification. They will be sent log-in information and can then input their information and sign electronically.
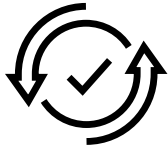
If you choose to designate HireRight as your E-Verify employer agent, you can instantly verify employment eligibility.

From your employer dashboard, you can manage forms, notifications, duplicates and audit your I-9 compliance.
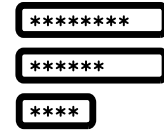
# Integration Advantages:

### Status updates
Ensure a timely and transparent process

### I-9 Forms
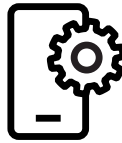Access In Progress and Completed I-9 forms from within iCIMS

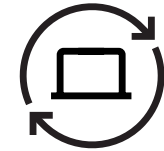### Data prepopulation
Eliminates duplicate entry

### Change tracker
Alerts recruiters to differences in candidate-provided information

### Mobile optimized
Candidates can complete the I-9 form using their preferred device

### Integration support and automatic updates

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## About HireRight

HireRight is the premier global background screening and workforce solutions provider. We bring clarity and confidence to vetting and hiring decisions through integrated, tailored solutions, driving a higher standard of accuracy in everything we do. Combining in-house talent, personalized services, and proprietary technology, we ensure the best candidate experience possible. PBSA accredited and based in Tulsa, OK, we offer expertise from our regional centers across 200 countries and territories in The Americas, Europe, Asia and the Middle East. Our commitment to get it right every time, everywhere, makes us the trusted partner of businesses and organizations worldwide.

**Learn more at www.HireRight.com**

## About iCIMS

iCIMS is the leading recruitment software provider for employers to attract, engage and hire great people. iCIMS enables companies to manage and scale their recruiting process through a full product suite and an ecosystem of integrated partners delivered within a platform-as-a-service (PaaS) framework. Established in 2000, iCIMS supports 4,000 customers hiring 4 million people each year and is the largest software provider dedicated to talent acquisition.

**For more information, visit the iCIMS website at www.icims.com**

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