

## **Important Notice to External Job Applicants**

Dear Job Applicants,

We've uncovered instances of unauthorized individuals posing as Cyient recruitment managers/ team members, misleading job seekers by promising guaranteed positions within our company in exchange for payments. Some job portals and related agencies have misrepresented Cyient's brand without authorization, soliciting fees from prospective candidates. Scammers are duping job seekers into making unsolicited payments via various methods like cash, mobile wallets, credit cards, or bank accounts under the guise of job applications.

This activity is illegal and against our ethical standards. Cyient unequivocally does not request or accept any fees from candidates for recruitment. Any recruiting agency claiming association with Cyient should not charge you as a job seeker. We are steadfast in preventing fraudulent job offerings and uphold a zero-tolerance policy against unethical practices in our global talent acquisition.

### **Warning signs of a potential Fraud:**

1. Requests for Payment: Cyient does not solicit payments from applicants in exchange for job opportunities across the globe.
2. Guaranteed Job Offers: Be cautious of promises guaranteeing employment without undergoing our official interview and selection processes.
3. Unofficial Communication Channels: Official communications from Cyient are conducted through our registered email domains and verified channels.

### **How to Verify Legitimate Communications:**

1. Official Email Domains: All communication from Cyient will be from "@cyient.com" domains.
2. Interview and Selection Process: Our recruitment process includes formal interviews, applicable assessments, and formal job offers through official channels.
3. Contacting Cyient: Verify any communication by contacting our HR department directly through our official website or established contact information.

### **Safety Tips: Spotting and Avoiding Scams**

1. Avoid sharing personal or confidential details via email or messaging apps if asked.
2. Check the web address carefully when contacted for job openings. Hover over links to verify the company's address.
3. Be cautious of unknown individuals or agencies asking for sensitive information like personal or financial details through phishing emails targeting job seekers.

4. Watch out for scammers mimicking company emails or texts to obtain your personal information and passwords.
5. Do not disclose personal, financial, PAN, bank account, credit/debit card details, or passwords to anyone over the phone, email, or internet, especially to unknown individuals or agencies.

**Escalation Mechanism:**

If you encounter any suspicious activity, have doubts regarding the legitimacy of a job offer or communication purportedly from Cyient, or have made any payment in response to such an offer, please report it immediately to our dedicated email: [hrescalations@cyient.com](mailto:hrescalations@cyient.com).

Please note, Cyient and its affiliates, directors, employees will not be liable for the consequences of any action taken by any individuals and such prospective candidates or third parties in response to such fraudulent job offers.

**Our Commitment:**

Cyient is committed to fair, transparent, and ethical hiring practices. We do not condone or engage in any form of fraudulent recruitment activities. Your trust and confidence in our hiring process are of utmost importance to us.

Thank you for your vigilance and cooperation in helping us maintain the integrity of our recruitment process.

Sincerely,  
Human Resources Team  
Global Headquarters  
Cyient Ltd, India