

Fraudulent Job Posting Policy

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The purpose of this Fraudulent Job Posting Policy is to protect job seekers and ensure the integrity and trustworthiness of all job postings on our platform. This policy outlines what constitutes a fraudulent job posting, how such postings are identified and handled, and the responsibilities of users and administrators in reporting and addressing potential fraud. It also aligns with Ontario's legal requirements for job posting platforms under the Employment Standards Act, 2000 (ESA) and associated regulations.

While the Canadian Society for Exercise Physiology ("CSEP") reviews the job information from employers before it is shared on our [Career Hub](#), we encourage users to report any job postings they believe may be fraudulent, misleading, or suspicious so that we can investigate them appropriately.

What is a Fraudulent Job Posting?

Any posting that contains false, misleading, or deceptive information intended to misrepresent an employer, role, or hiring process.

A job posting may be considered fraudulent if it includes, but is not limited to:

- Requests for payment of fees, training costs, or deposits from applicants.
- Requests for sensitive personal or financial information (e.g., bank account numbers, Social Insurance Numbers) as a condition of applying or being hired.
- Misrepresentation of the employer's identity or use of fictitious company names.
- False or unrealistic claims about compensation, job duties, benefits, or work arrangements.
- Offers that are inconsistent with standard hiring practices or that appear "too good to be true."

Reporting a potentially Fraudulent Job Posting

Users who suspect a job posting is fraudulent are encouraged to report it promptly using by sending an email to support@csep.ca.

Please ensure to include:

- The URL or identifier of the suspected posting
- The job title and employer name
- A description of the concern and any supporting evidence (screenshots, messages, etc.)

How CSEP addresses reports

Upon receipt of a report or discovery of a potentially fraudulent posting, the posting will be reviewed by our moderation team and if confirmed or suspected to be fraudulent, we may:

- Immediately remove the posting.
- Contact the submitter to verify legitimacy.
- Block or restrict future postings.

All actions taken will be documented and retained for compliance and audit purposes.

Record Retention

In accordance with Ontario job posting platform rules, we will retain this policy and records of fraudulent posting reports and actions for at least three (3) years after they cease to be in effect or are replaced.