HIRE RIGHT®

Background check
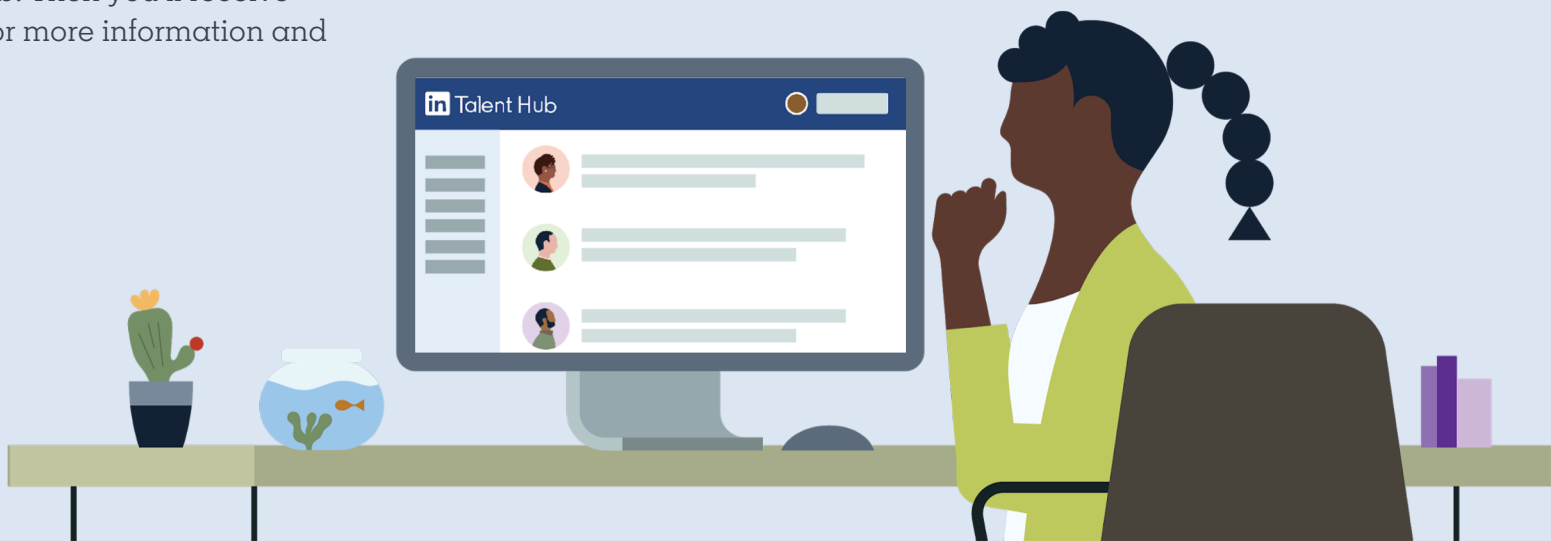
Integration guide

Linked in Talent Hub

Save time with background checks from HireRight.

Now you don't have to leave LinkedIn Talent Hub to start the candidate verification process. When you integrate with HireRight, you can run background checks right from your Talent Hub profile.

The process begins with an email from HireRight to the candidate, prompting them to upload the information you need to run the background check. You can easily view the status of background checks from the candidate's profile in Talent Hub. Then you'll receive a direct link to HireRight's site for more information and action items.

Talent Hub Integrations

Talent Hub is the only applicant tracking system (ATS) that allows you to source, manage, and hire on a single platform. Third-party integrations make the process even easier, consolidating your workflow and giving you more time to focus on building winning teams.

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HireRight integration at a glance

By integrating with a background check partner, you'll be able to initiate the candidate verification process directly from Talent Hub.

Save time by starting the check within Talent Hub.

When you connect a candidate verification provider, you don't have to leave Talent Hub to get your checks going.

Connect with your candidates more quickly.

Email your candidate directly from Talent Hub, prompting them to upload the information you need to run a background check.

Get all of your updates in one place.

Easily view the status of a background check from the candidate's profile in Talent Hub. You'll also receive a direct link to the provider's site for more information and action items.

Things to be aware of

International availability
HireRight currently only supports customers in the United States.

Email addresses
The email address you use for Talent Hub does need to match the email address associated with your HireRight account.

Limitations of HireRight licenses
Only the following users can initiate background checks for candidates:

- Talent Hub Administrators
- Hiring Project Owners
- Hiring Project Collaborators with full project permissions

Get started

[Contact or enable HireRight](#)

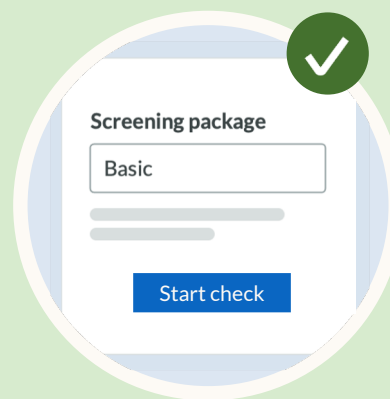in Talent Hub | HIRE RIGHT®

We'll help you get started.

Enable HireRight.

Contact HireRight to enable your integration

Select a candidate.

To start, navigate to pipeline review or a candidate's profile.

Initiate the check.

Select screening packages and initiate the background check.

Track progress.

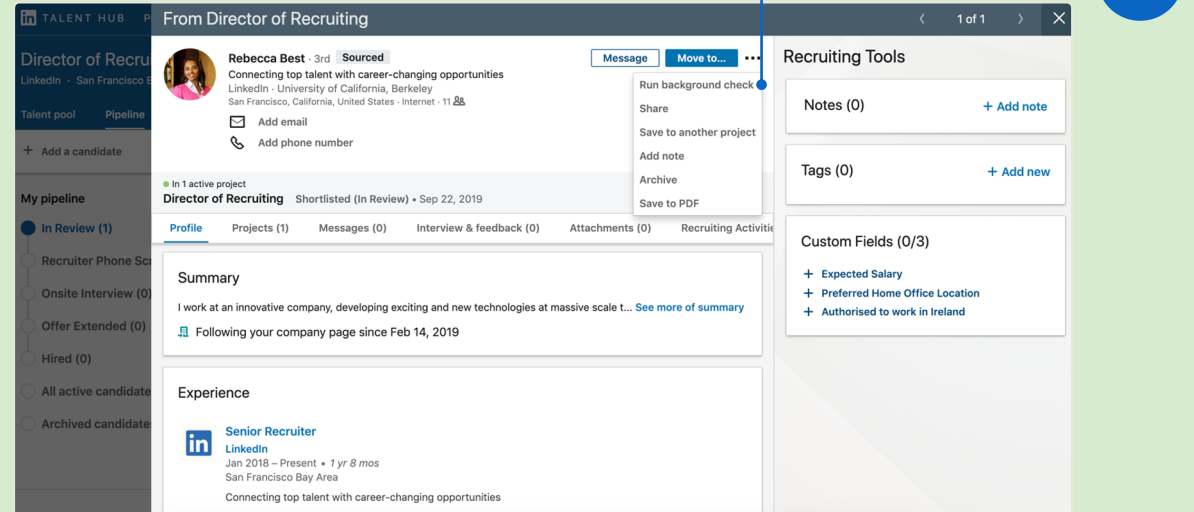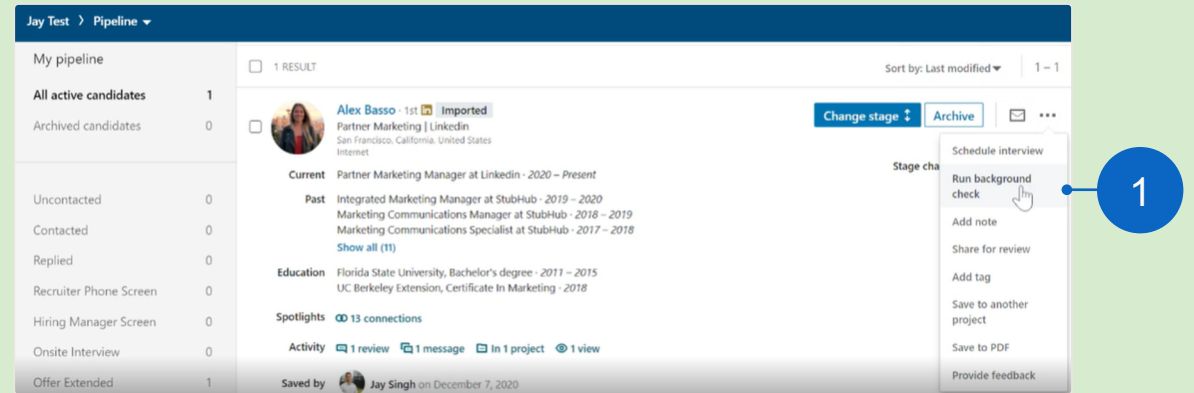Verify if the check has been completed and get more details.

Locate the action

Once the integration has been enabled, background checks can be initiated through the pipeline in Talent Hub.

1. To initiate a check with a candidate in the pipeline, click on the ellipsis and select "Run background check."

2. Or run a check directly from any candidate's Talent Hub profile.

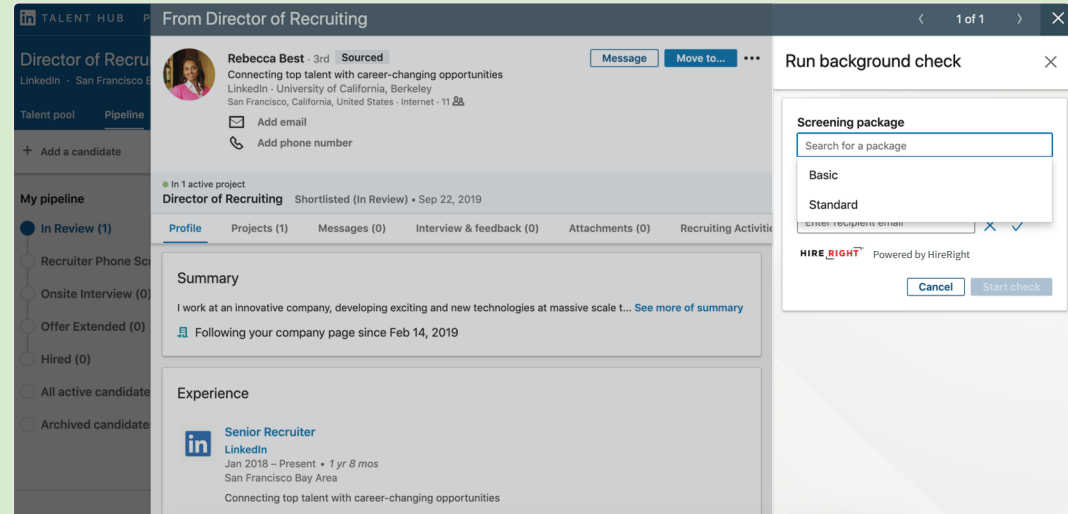The following users will have the ability to do this:

- ✔ Talent Hub Administrator
- ✔ Hiring Project Owner
- ✔ Hiring Project Collaborator with full project permissions

Choose
screening package

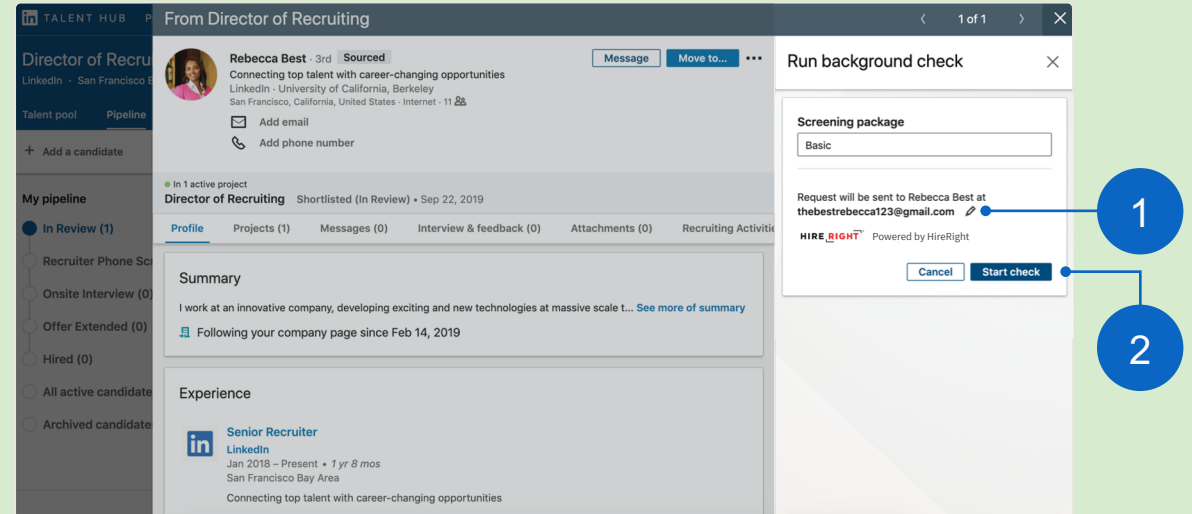Select a screening package from the drop-down list—it displays packages that have already been configured with HireRight.

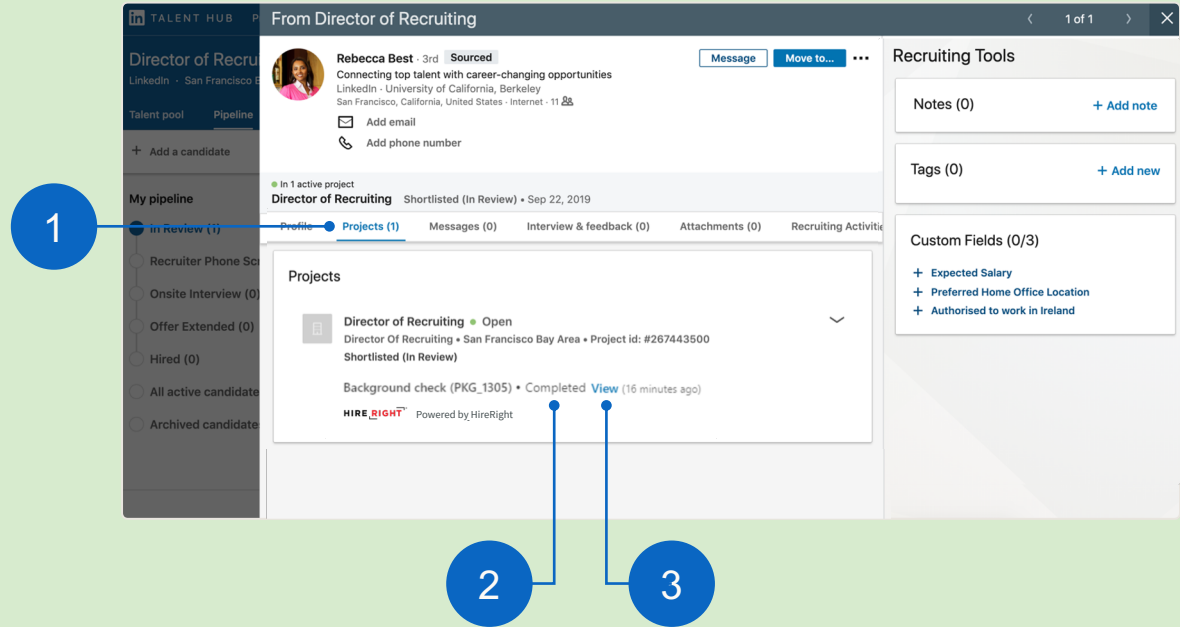

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Start check

1. If needed, manually enter the candidate's email address by clicking the pencil icon.

2. Click "Start check." HireRight will send the candidate an email requesting the required information. Once the information has been uploaded, the background check will begin.

View status

1. Once the background check has been initiated, go to the "Projects" tab on the candidate's profile for updates.

2. You can view the status of the check—or its results once it's been completed.

3. Click "View" to get more details. You'll be prompted to sign into your HireRight account.

   All Talent Hub users will be able to view whether a background check has been initiated on an account.

FAQ

1. **Can existing HireRight customers enable the integration from Talent Hub?**

   Existing HireRight customers must initiate the integration process with HireRight. Please fill out this form to get started. Once your HireRight rep enables the integration, your Talent Hub admin can authorize the integration within the Talent Hub product settings

2. **How do I sign up for HireRight as a new customer?**

   New customers cannot sign up for HireRight through Talent Hub. Please reach out to HireRight here for more information.

3. **What permissions/licenses are required to use HireRight?**

   Only **Talent Solutions Administrators** or **users with Project Owner or Sourcer roles** can initiate reference checks for candidates.

4. **Does the requestor email have to be the same as the email associated with my HireRight account?**

   Yes, the requestor's email has to be the same as the email associated with their HireRight account.

5. **Are there any fees with enabling the HireRight Talent Hub integration?**

   No, there is no fee for enabling the HireRight integration.

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Questions?

We're here to help you master integrations in Talent Hub.

You'll find more answers in the [Help Center](#) — and your LinkedIn Customer Success Manager is always available for additional support.

Thank you.

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