

Background check

Integration guide



Background check partners make the hiring process easy.

Now you can initiate the candidate-validation process right from your profile in LinkedIn Talent Hub. Partner integrations will help you save time by eliminating the need to leave your applicant tracking system (ATS) and initiate the check externally.

The process begins with an email from the partner to the candidate, prompting them to upload required information to run the background check. You can easily validate the background-check status from the candidate's profile page in Talent Hub. And you'll receive a direct link to the partner's site, for more information and actions.

Talent Hub Integrations

Talent Hub is the only ATS that allows you to source, manage, and hire on a single platform. And our partner integrations make the process even easier—consolidating your workflow and giving you more time to focus on building winning teams.

Background check supported partners:



We'll help you get started.

- 1 Authorize the partner**
Enable your new integration in Talent Hub.
- 2 Locate the action**
Begin the process from candidate profiles and pipeline review.
- 3 Initiate the check**
Select screening packages and initiate the check.
- 4 Check on progress**
Verify if the check has been completed and get more details.



Authorize



- Enable your background-check integration by clicking your picture in the upper right-hand corner
- Follow this path:
Product Settings > Integrations > Authorize
- Background checks are authorized at the “Account Settings” level for all users on the contract

The screenshot shows the LinkedIn Talent Hub interface. The top navigation bar includes 'Talent Hub', 'Projects', 'Recruiter search', and 'Reports'. A search bar is on the right. The left sidebar contains 'Company Settings' and 'Recruiting Settings'. Under 'Advanced' settings, 'Integrations' is selected. The main content area is titled 'Available integrations' and lists several services: 'First Advantage Screening', 'HireRight', 'Sterling', 'DocuSign', 'Codepair from HackerRank', and 'Jobma'. Each service has an 'Authorize' button. Annotations with orange boxes and arrows highlight the user profile picture in the top right, the 'Integrations' option in the sidebar, and the 'Authorize' buttons for the integrations.

Click your picture to start.

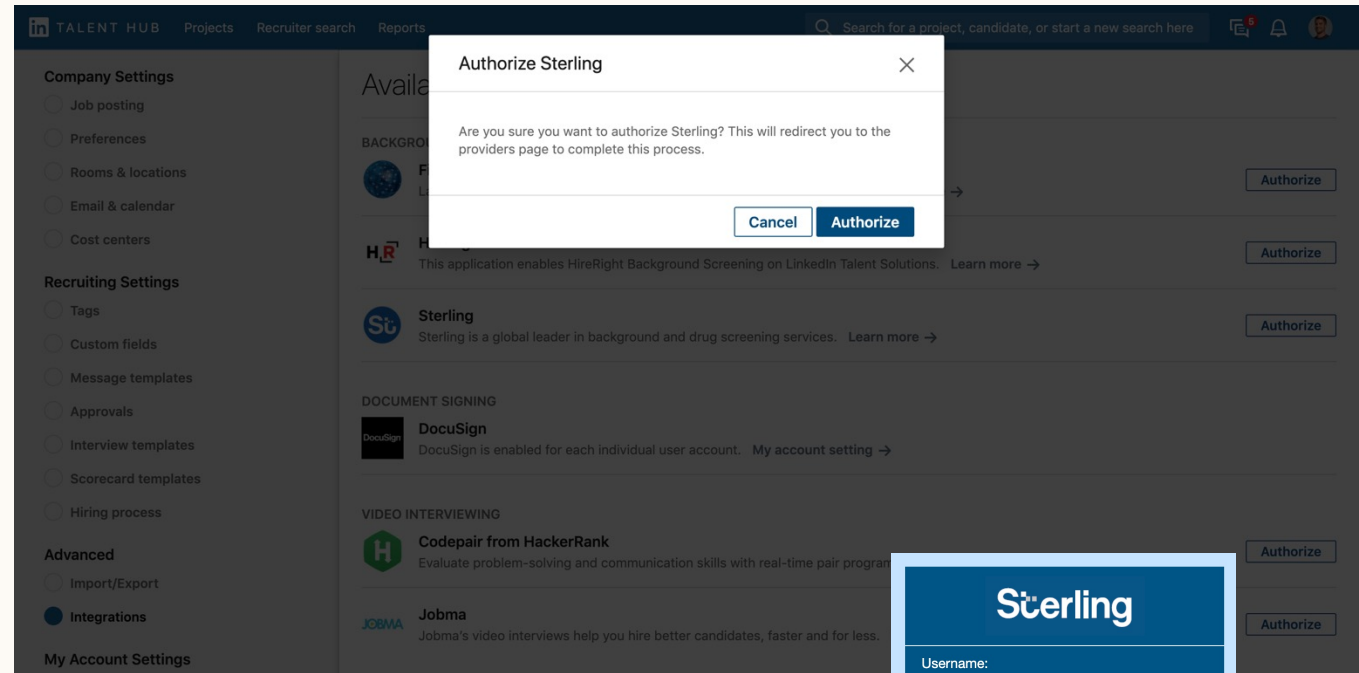
Integrations are accessed from “Advanced Settings.”

Talent Hub Admin authorizes for all users.

Authorize



- Once authenticated, users with the right permissions can export eligible candidates to their human resource integration system



Users will be redirected to the partner's website to authorize.

Authorize



- Once redirected back to Talent Hub, continue refreshing the page until the chosen provider shows as “Authorized” on the Integrations settings page

Integration for all users on the contract is live.

Authorized integrations

BACKGROUND CHECK

Sterling
Sterling is a global leader in background and drug screening services. [Learn more →](#) **Edit On**

Available integrations

BACKGROUND CHECK

First Advantage Screening
Largest Global Background Screening Provider: Our promise, Your success. [Learn more →](#) **Authorize**

HireRight
This application enables HireRight Background Screening on LinkedIn Talent Solutions. [Learn more →](#) **Authorize**

DOCUMENT SIGNING

DocuSign
DocuSign is enabled for each individual user account. [My account setting →](#)

VIDEO INTERVIEWING

Codepair from HackerRank
Evaluate problem-solving and communication skills with real-time pair programming using CodePair. [Learn more →](#) **Authorize**

Locate the action

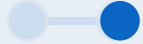


- Once the integration has been authorized, background checks can be initiated directly from a candidate's profile in Talent Hub
- Talent Solutions Administrators will have this ability, as well as any users with the following project permissions:
 - Hiring Project Owner
 - Hiring Project Sourcer

The screenshot shows the LinkedIn Talent Hub interface. At the top, there's a navigation bar with 'TALENT HUB', 'Projects', 'Recruiter search', and 'Reports'. A search bar is on the right. Below this is the profile of 'Director of Recruiting' in the 'San Francisco Bay Area'. The main section is titled 'My pipeline' and shows a list of pipeline stages: 'In Review (1)', 'Recruiter Phone Screen (0)', 'Onsite Interview (0)', 'Offer Extended (0)', 'Hired (0)', 'All active candidates (1)', and 'Archived candidates (0)'. The 'In Review (1)' stage is selected, showing a candidate named 'Rebecca Best'. To the right of the candidate's profile, there's a dropdown menu with options: 'Message', 'Move to...', 'Run background check' (highlighted with an orange box), 'Share', 'Save to another project', 'Add note', 'Archive', and 'Save to PDF'. An orange arrow points from a text box below to the 'Run background check' option.

Open the ellipsis to initiate a check with any candidate.

Locate the action

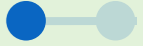


- Once the integration has been authorized, background checks can be initiated directly from a candidate's profile in Talent Hub
- Talent Solutions Administrators will have this ability, as well as any users with the following project permissions:
 - Hiring Project Owner
 - Hiring Project Sourcer

The screenshot shows the LinkedIn Talent Hub interface. On the left, a sidebar lists various pipeline stages: 'In Review (1)', 'Recruiter Phone Screen', 'Onsite Interview (0)', 'Offer Extended (0)', 'Hired (0)', 'All active candidate', and 'Archived candidate'. The 'In Review (1)' stage is selected, and the 'Profile' tab is highlighted. The main content area displays the profile of Rebecca Best, a 3rd Sourced candidate. A dropdown menu is open, showing options: 'Message', 'Move to...', 'Run background check' (highlighted), 'Share', 'Save to another project', 'Add note', 'Archive', and 'Save to PDF'. The profile summary states: 'I work at an innovative company, developing exciting and new technologies at massive scale t... See more of summary'. The experience section shows a role as 'Senior Recruiter' from Jan 2018 to Present (1 yr 8 mos) in the San Francisco Bay Area.

Checks can also be run directly from the profile page.

Select package, initiate check

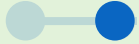


- Select a screening package from the drop-down list—it's populated with packages that have already been configured with your background-check provider.
- Once an email is identified and you click “Run,” the background-check provider will send the candidate an email so they can upload the required information. The background check will then begin.

Select screening package and identify required screening.

The screenshot shows the LinkedIn Talent Hub interface. On the left, a sidebar lists pipeline stages: 'In Review (1)', 'Recruiter Phone Screen', 'Onsite Interview (0)', 'Offer Extended (0)', 'Hired (0)', 'All active candidate', and 'Archived candidate'. The main area displays a candidate profile for 'Rebecca Best', a 'Director of Recruiting' at 'University of California, Berkeley'. Below the profile is a 'Summary' section with a text snippet and a 'Following your company page since Feb 14, 2019' note. An 'Experience' section follows, listing her role as 'Senior Recruiter' from Jan 2018 to Present. On the right, a 'Run background check' modal is open. It features a 'Screening package' dropdown menu with a search bar and two options: 'Basic' and 'Standard'. At the bottom of the modal are 'Cancel' and 'Start check' buttons. An orange callout box with an arrow points to the 'Screening package' dropdown.

Select package, initiate check



- Select a screening package from the drop-down list—it's populated with packages that have already been configured with your background-check provider.
- Once an email is identified and you click “Run,” the background-check provider will send the candidate an email so they can upload the required information. The background check will then begin.

The screenshot displays the LinkedIn Talent Hub interface. On the left, a sidebar shows the 'My pipeline' with stages like 'In Review (1)', 'Recruiter Phone Screen', 'Onsite Interview (0)', 'Offer Extended (0)', 'Hired (0)', 'All active candidate', and 'Archived candidate'. The main area shows a candidate profile for Rebecca Best, 3rd Sourced, with details about her background and experience. A 'Run background check' modal is open on the right. It shows a 'Screening package' dropdown set to 'Basic'. Below this, it states 'Request will be sent to Rebecca Best at thebestrebecca123@gmail.com' with a pencil icon for editing. At the bottom of the modal are 'Cancel' and 'Start check' buttons. An orange callout box points to the pencil icon with the text: 'Manually enter the candidate's email, if needed, with pencil icon.' Another orange callout box points to the 'Start check' button with the text: 'Initiate an email to the candidate, requesting the required information.'

Check on progress

- Once the process has been initiated, go to the “Projects” tab within the candidate’s profile for updates.
- You can check the status of the background check, or view results of the check once it’s been completed. Click “View” and you’ll be prompted to sign in to your provider’s account for more detail.
- All Talent Hub users will be able to see if a background check has been initiated on an account.

Locate the background check under “Projects” in the candidate’s profile.

The screenshot displays the LinkedIn Talent Hub interface for a candidate named Rebecca Best. The interface is divided into several sections:

- Header:** "From Director of Recruiting" with navigation icons.
- Profile Section:** Includes the candidate's name, photo, and contact information (Add email, Add phone number).
- My pipeline:** A sidebar on the left showing stages like "In Review (1)", "Recruiter Phone Sc...", "Onsite Interview (0)", "Offer Extended (0)", "Hired (0)", "All active candidate", and "Archived candidate".
- Projects Tab:** The "Projects (1)" tab is selected and highlighted. It shows a project titled "Director of Recruiting" with a status of "Open". Below this, a background check (PKG_1305) is listed as "Completed" with a "View" link.
- Recruiting Tools:** A sidebar on the right containing "Notes (0)", "Tags (0)", and "Custom Fields (0/3)" with options to add new items.

See status and link to your provider’s website for more details.

Questions?

Visit the [Help Center](#) or [Talent Hub 101](#) — and your LinkedIn Support team is always available for additional support.

Thank you.

