

HR07 · STEP 3 · INTERIM

Background Checks & Hiring Risk Review

## Candidate Risk Profiles

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Per-candidate risk profile summarizing background check findings, severity, evidence source, and role-specific relevance before final review.

### ABOUT THIS DOCUMENT

This is a **sample** deliverable from the **Background Checks & Hiring Risk Review** workflow (HR07) in AGASI AiOS. It shows the expected structure and tone. All names, numbers, and facts are **fictional**.

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# Candidate Risk Profiles — Senior Data & AI Consultant

**Role:** Senior Data & AI Consultant — Data & AI Advisory Practice **Organisation:** Northbridge Advisory Partners **Date:** Current review cycle **Prepared by:** HR Specialist, People Operations **Review Scope:** Candidate A, Candidate B, Candidate D

## Candidate A

### Confirmed Issues

Finding Type	Description	Severity	Source Reference	Recommended Action
(none)	—	—	—	—

### Follow-Up Items

Finding Type	Description	Reason for Follow-Up	Source Reference	Deadline
Employment Verification	Start date at Meridian Consulting Group verified as March 2021; candidate claimed January 2021 (2-month discrepancy)	Candidate may have counted a pre-employment consultancy arrangement; requires written clarification to confirm continuous employment history	STG-2026-00847, Employment History Verification, Verifier Note	Within the standard follow-up window

### Clear Checks

- Criminal record check — no unspent convictions (DBS Basic Disclosure, DBS-2026-XXXXXX47)
- Education verification — MSc Data Science, University of Bristol, June 2018, confirmed
- Professional certification — Azure AI Engineer Associate (AI-102), active through November 2026, verified
- Credit check — no adverse findings, no CCJs, IVAs, or bankruptcy
- Reference 1 — Engagement Director, Meridian Consulting Group, confirmed; would re-hire
- Reference 2 — Head of Data Strategy, financial services client, confirmed; no concerns

### Overall Risk Rating

- **Rating:** Low
- **Basis:** No confirmed issues. One follow-up item regarding a 2-month employment start date discrepancy that does not affect mandatory eligibility criteria; all other checks returned clear.

## Candidate B

### Confirmed Issues

Finding Type	Description	Severity	Source Reference	Recommended Action
(none)	—	—	—	—

### Follow-Up Items

Finding Type	Description	Reason for Follow-Up	Source Reference	Deadline
Employment Verification	Employment at TechCore Systems (Jul 2017 – Aug 2019) could not be independently verified — company dissolved February 2023 per Companies House records	NAP-COMP-2025-017 Section 2 mandates 5 years continuous employment verification; while LinkedIn and a former colleague corroborate employment, official employer verification is unavailable	STG-2026-00848, Employment History Verification, Verifier Note	Within the standard follow-up window
Certification Verification	Azure Data Engineer Associate (DP-203) not found under name and email provided; second lookup submitted using alternative email	NAP-COMP-2025-017 Section 4 requires all listed certifications to be verified as active; this check is outstanding	STG-2026-00848, Professional Certification Verification	Within the supplementary report window (per provider timeline)

## Clear Checks

- Criminal record check — no unspent convictions (DBS Basic Disclosure, DBS-2026-XXXXXX48)
- Employment verification — Quantum Data Solutions (Apr 2022 – Present), verified
- Employment verification — Broadfield Analytics (Sep 2019 – Mar 2022), verified
- Education verification — BSc Computer Science, University of Leeds, July 2017, confirmed
- Credit check — no adverse findings
- Reference 1 — Principal ML Engineer, Quantum Data Solutions, confirmed; would re-hire
- Reference 2 — Head of Data Engineering, Broadfield Analytics, confirmed; no concerns

## Overall Risk Rating

- **Rating:** Low
- **Basis:** No confirmed issues. Two follow-up items outstanding: one employer verification unavailable due to dissolved company, one certification verification pending. If both resolve without adverse findings, rating moves to Clear. If certification cannot be verified, severity may escalate depending on whether DP-203 is classified as mandatory under the upcoming policy transition (NAP-COMP-2025-017 Section 4).

## Candidate D

### Confirmed Issues

Finding Type	Description	Severity	Source Reference	Recommended Action
Credit History	Satisfied County Court Judgment (CCJ), dated March 2021, amount £2,340, satisfied in full September 2021	Medium	STG-2026-00849, Credit Check section; Provider Note	Escalate to HR Director and Hiring Manager for documented risk assessment. NAP-RISK-2024-012 Section 5 classifies satisfied CCJs in the 3–6 year range as Low severity unless the role involves direct financial management. However, NAP-COMP-2025-017 Section 3 requires candidates accessing client financial data to have "no adverse findings" on credit checks. The interaction between these two policies requires a documented interpretation before proceeding.

### Follow-Up Items

Finding Type	Description	Reason for Follow-Up	Source Reference	Deadline
Employment Verification	End date at Nexus Digital Consulting verified as November 2022; candidate claimed December 2022 (1-month discrepancy)	Minor discrepancy but must be reconciled to confirm application accuracy	STG-2026-00849, Employment History Verification	Within the standard follow-up window
Employment Gap	Undeclared period December 2018 – February 2019 (approximately 3 months) between end of prior role and start at Nexus Digital Consulting	NAP-COMP-2025-017 Section 5 requires gaps exceeding 30 days to be explained by the candidate in writing; this gap was not declared on the application	STG-2026-00849, Employment History Verification, Verifier Note	Within the standard follow-up window
Reference Check	Second reference (VP of Transformation, major telco account) unreachable after two email attempts and one phone call	NAP-COMP-2025-017 Section 2 requires minimum 2 professional references; only 1 of 2 completed to date	STG-2026-00849, Professional Reference Checks, Reference 2	Within the supplementary report window (provider final attempt)

## Clear Checks

- Criminal record check — no unspent convictions (DBS Basic Disclosure, DBS-2026-XXXXXX49)
- Education verification — MBA, Warwick Business School, December 2018, confirmed
- Professional certification — PRINCE2 Practitioner, active, renewed February 2026, verified
- Employment verification — Ascent Strategy Partners (Jan 2023 – Present), verified
- Reference 1 — Managing Partner, Ascent Strategy Partners, confirmed; would re-hire in a leadership capacity

## Overall Risk Rating

- **Rating:** Medium
- **Basis:** One confirmed Medium-severity issue (satisfied CCJ with policy interpretation ambiguity for client-data-access roles) and three unresolved follow-up items. Per NAP-RISK-2024-012 Section 4, candidates with more than two unresolved follow-up items require HR Director review before offer extension. Per Section 6, one Medium-severity confirmed issue classifies overall risk as Medium.