

Staffing Agency Ethics

Do you have flexible talent needs? With so many staffing agencies to choose from, how can you be sure you are selecting a partner you can trust? Read this brief on staffing industry ethics to help you weigh your options.



Advanced Resources

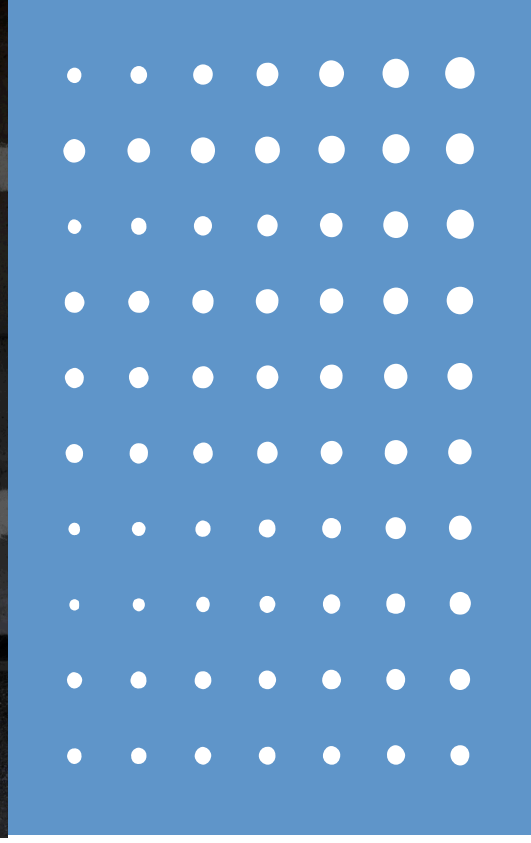
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Introduction

Short term projects. Vacant positions. A leave of absence. Near-term deadlines. Ever find yourself needing competent, reliable talent on a short-term or interim basis? If you have, you're not alone. It's estimated that more than 90% of U.S. companies find themselves needing flexible talent solutions, and those companies often turn to the services provided by staffing agencies. There are thousands of staffing agencies in the U.S. who specialize in placing everything from entry- to executive- level professionals. A typical staffing agency has recruiters who have built a database of qualified professionals to supplement your own staff, when you need it the most.



Unless you already have a good working relationship with an agency you can trust, it can be a daunting task to choose the right firm ... one that not only has great talent but also has a reputation for conducting business according to the highest ethical standards. This discussion explores criteria you should evaluate when selecting a staffing agency you can trust ... now and for the future.



Staffing Industry – Ethical Standards

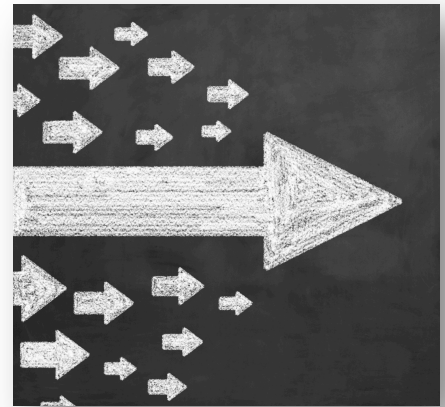
The formal Code of Ethics adopted by the American Staffing Association (ASA) encourages the best ethical practices among all staffing firms. ASA membership is not a guarantee of ethical behavior, but members are required to pledge adherence to the principles set forth in the code, such as:

- *Maintain integrity in all forms of advertising about their business and their candidates, and to assign the best candidates to fill clients' needs*
- *Comply with all laws applicable to their business, and be highly ethical toward employees, clients, and competitors*
- *Treat all applicants with dignity and respect, and provide equal employment opportunities to candidates based on qualifications and not race, color, creed, sex, or age*
- *Determine experience and qualifications of candidates as required by law*
- *Truthfully explain to employees and applicants their wages and all other working conditions, and encourage them to upgrade their skills*
- *Satisfy all employer obligations, such as workers compensation, and explain these obligations to employees*
- *Determine that employees and applicants are assigned to workplaces where they are treated fairly, have the necessary skills to be successful, and are aware of any safety procedures required at that location*
- *Take prompt action on any employee concerns or questions regarding unsafe working conditions, discrimination, or other issues related to work*
- *Confirm employees' periods of service when needed by an employer*
- *Observe ethical guidelines when assuming an account from a previous staffing agency, including providing notice to the outgoing firm and allowing employees from the previous firm to continue working at the same assigned positions, and if appropriate, apply for work with the incoming firm*

Extensions to Ethical Standards

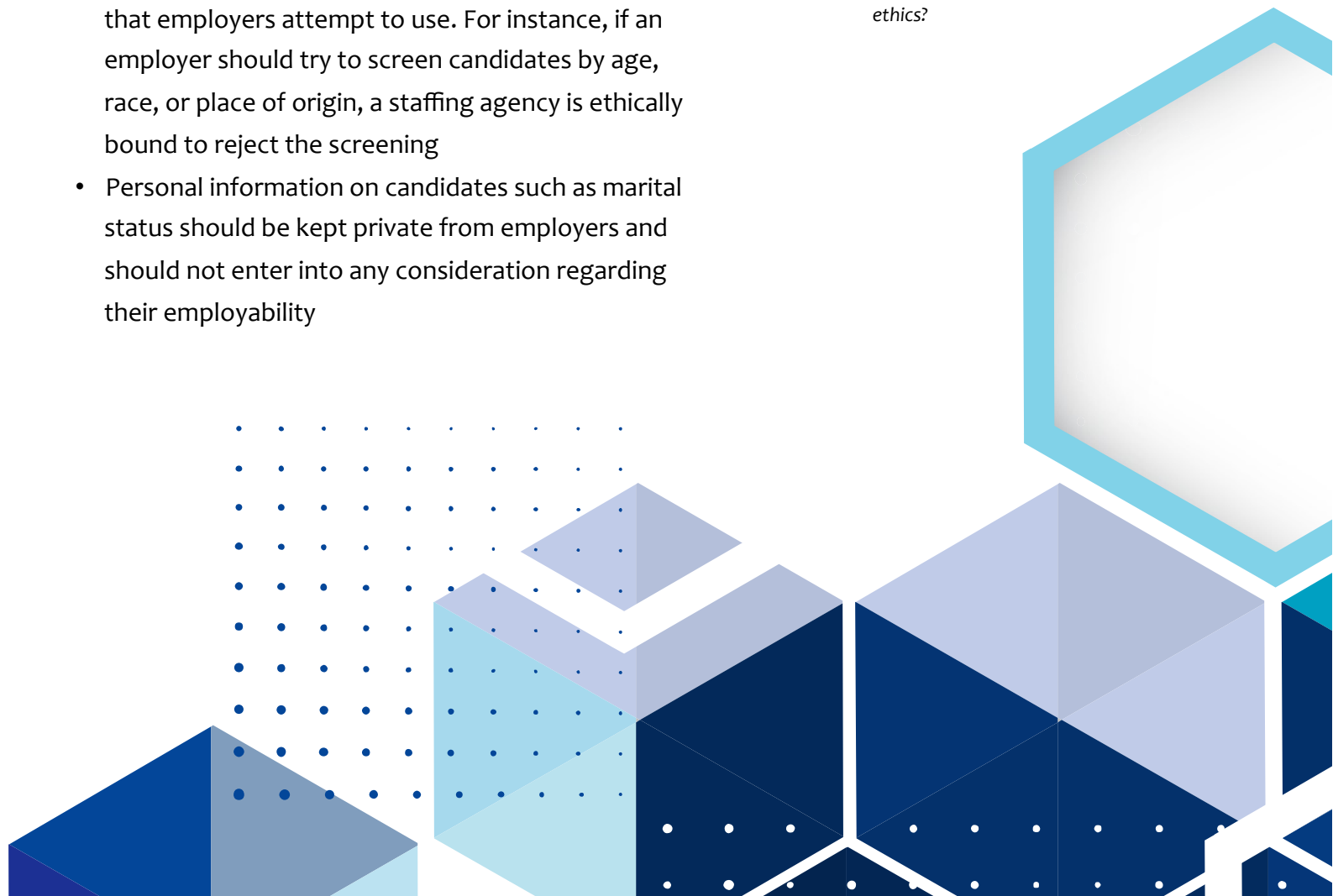
Beyond the points outlined by the ASA, there are additional ethical practices that should voluntarily be observed by the most ethical staffing firms to demonstrate their commitment to fair business practices for both employees and employers. For instance:

- Being upfront about all fees charged for staffing services, being candid about how candidates are screened and trained, and being honest about how promptly they can provide qualified talent to employers
- Comply with state and federal laws governing their specific industry, including IRS laws, minimum wage laws, and disclosure documents
- In addition to complying with anti-discrimination workplace rules themselves, staffing agencies have an obligation to point out unfair hiring practices that employers attempt to use. For instance, if an employer should try to screen candidates by age, race, or place of origin, a staffing agency is ethically bound to reject the screening
- Personal information on candidates such as marital status should be kept private from employers and should not enter into any consideration regarding their employability



Questions You Can Ask Your Staffing Agency:

- *How do you train your recruiters on employment law?*
- *What is your EEOC policy and how do you reinforce it?*
- *How do you ensure a safe workplace?*
- *What are your diversity recruitment practices?*
- *How do you respond to employee concerns about workplace issues?*
- *How would you describe your organization's ethics?*



Who To Do Business With - And Why

Why does it matter that the staffing firm you work with conduct its business in an ethical manner? It matters very much - to your company, to the staffing firm, and to the candidates involved. For your company, your staffing partner should act as an extension of your own organization. They should be aligned with your desired employer brand as they help attract talent to your organization. You do not want to be associated with any staffing firm's unethical practices.

Staffing agencies should care about their reputations as ethical and reliable providers of talent. A smart staffing agency understands that their business, reputation, and brand is built upon every interaction with every client and with every candidate.

Solid ethics are important to job candidates because they are entitled to fair treatment from staffing agencies and from potential employers. Candidates should always be treated in a professional and ethical manner.

When you're selecting a staffing partner, select a partner you can trust. Find out if they're a member of the American Staffing Association, and ask about their ethical standards. A firm with exceptional ethical practices will be proud to talk with you about their standards and how they comply throughout their business operations.

For more information on staffing agency ethics, visit <https://americanstaffing.net/asa/asa-code-of-ethics/>.

Contact Advanced Resources today for your talent needs, and learn how Advanced's high ethical standards help make us Chicagoland's top award-winning firm