

Canadian Job Offer Verification Checklist

Use this before paying money, sending identity documents, or making immigration plans around a Canadian job offer. Print it, save the evidence, and verify important claims through official sources.

i A legitimate employer does not sell you a job. The employer pays the LMIA processing fee, and employers or recruiters cannot recover recruitment fees from the worker.

1. Confirm the employer and recruiter

Do not rely on a logo, email signature, or video call alone.

- ☐ **Employer identity**
Write down the legal or public business name, website, phone number, work location, and the person you spoke with.
- ☐ **Official contact**
Compare the sender's email domain and phone number with the contact details published on the employer's own website.
- ☐ **Independent source**
Find the company through your own search, Job Bank, a provincial registry, or another reliable public source. Do not use only the link sent by the recruiter.
- ☐ **Recruiter authority**
Ask the employer to confirm that the recruiter represents them. If paid immigration advice is offered, confirm the representative is authorized.

2. Compare the job details

- ☐ **Written terms**
Confirm the job title, duties, wage, hours, location, start date, benefits, and employment conditions in writing.
- ☐ **Market reality**
Compare the wage and duties with similar roles on Job Bank. Treat unusually high pay for vague work as a warning.
- ☐ **Consistent story**
The company, location, duties, pay, and application process should not change between the listing, interview, and offer.
- ☐ **Real assessment**
A credible employer normally reviews your qualifications and role fit. Be cautious when an offer arrives without a meaningful interview or assessment.

! STOP if you are asked to pay for an LMIA, job offer, interview, training seat, work permit promise, or guaranteed visa result.

i Slow the process down when someone creates urgency. A real opportunity can survive reasonable verification.

3. Check every money request

- ☐ **No job fee**
Do not pay for access to a job, interview, LMIA, or guaranteed offer.

- ☐ **No fee reimbursement**
Do not reimburse an employer for LMIA processing or recruitment costs.

- ☐ **Traceable expenses**
Confirm any legitimate third-party provider and rule independently before paying.

4. Protect personal information

- ☐ **Share in stages**
A resume is appropriate early. Identity, banking, SIN, and immigration credentials require much stronger verification.

- ☐ **Keep evidence**
Save the listing, full emails, messages, offer, payment instructions, names, websites, and transaction records.

- ☐ **Use official channels**
Submit work-permit information only through official systems or a verified authorized representative.

5. Test immigration promises

- ☐ **No guaranteed result**
No recruiter, consultant, or employer can guarantee a visa, work permit, or permanent residence approval.

- ☐ **Know the route**
Ask whether the job is LMIA-based or LMIA-exempt. Confirm required documents on [Canada.ca](https://www.canada.ca).

- ☐ **Separate the decisions**
A job offer, LMIA, work permit, and permanent residence are different steps. One does not guarantee the next.

If something feels wrong

Stop contact. Do not send more money or documents. Preserve the evidence, contact the employer independently, and report suspected fraud through official channels.

Official sources

[TFWP program requirements](#)

Government of Canada fee and recruiter rules.

[IRCC employer obligations](#)

Employment agreement and worker protections.

[Avoid immigration and job fraud](#)

Official scam signs and payment warnings.

Educational resource only. TryJobFit is not a government agency, recruiter, or immigration representative. Rules change, so confirm current requirements with the responsible government department. Last reviewed: August 24, 2026.