



CANDIDATE GUIDE - DIGITAL RIGHT TO WORK CHECKS

Identification Verification Service

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DIGITAL ID CHECKS

The government has updated its right to work guidelines. As a result, you can now use digital identity verification to confirm you have the right to work in the UK.

To meet the new guidelines, we've teamed up with government-certified identity service provider Yoti and its partner, the Post Office. We'll use Yoti's Identity Verification service to confirm your identity when you register with us.

The service is a simple two-step process which involves capturing an image of your ID document and taking a photo of yourself. Using the latest technology, Yoti matches your photo to your ID and checks the document is genuine.

This guide will walk you through how to use the service.



THE TYPES OF DOCUMENTS YOU CAN USE:

UK passport
Irish passport
Irish passport card

Please note: we can only accept ID documents that are in date.

How to take a photo of your ID

Ensure that camera permissions are enabled on your laptop or phone.

Make sure you capture the whole ID document in the image, including the two lines of letters and numbers at the bottom.

Try to capture clear images without any glare. For best results, use your phone.

Hold the document straight.

How to take a photo of your ID

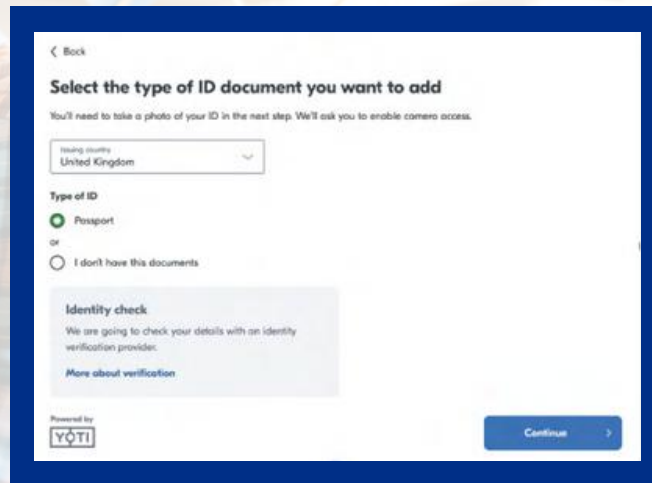
Find an area with good lighting.

Position your camera at eye level.

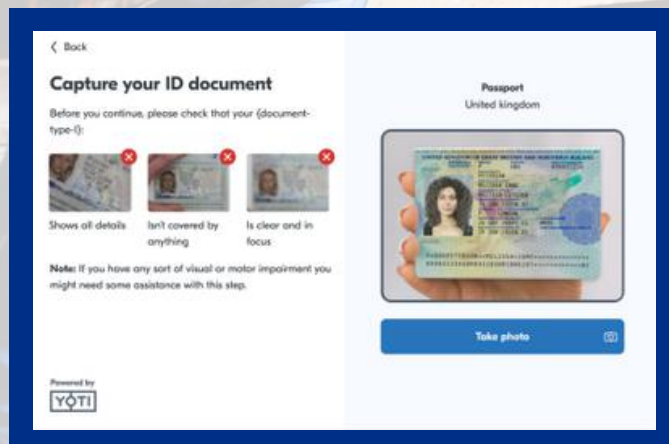


How to complete a right to work check

Select the ID issuing country and the type of ID, then click "Continue"

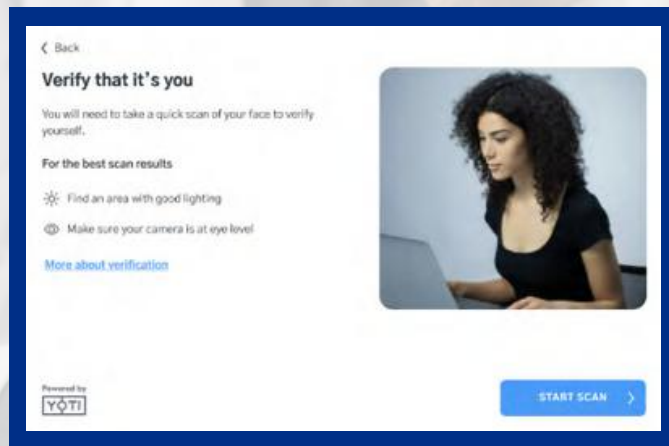


Take a photo of your ID document. Make sure it's clear, and all the information is readable in the resulting image. Then click "Take photo"

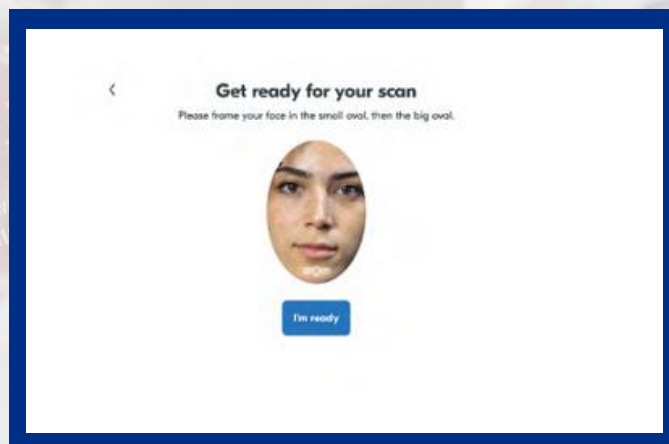




If you don't capture a clear image, please try again before uploading. To prove it's you, you'll need to take a quick scan of your face.

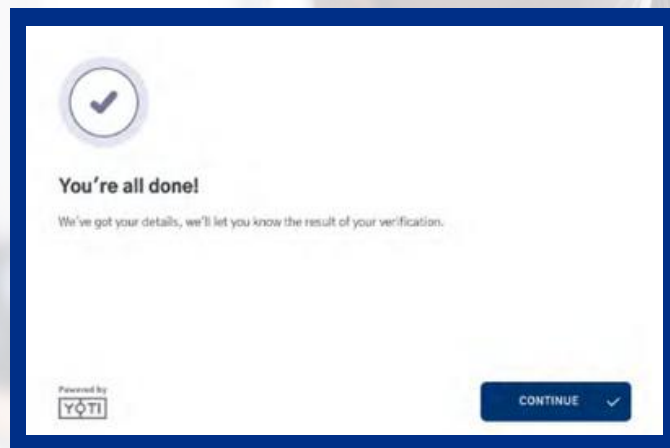


Follow the instructions on the screen to position your face in the oval and move towards the screen when asked.





That's it. You can now click or tap "Exit", and we'll confirm your account as soon as your check is complete.



Please refresh your screen after five minutes to view the results of your check.

If you need help with your digital right-to-work checks, please don't hesitate to contact the team.

01202 203155
hello@platinum-employment.co.uk
www.platinum-employment.co.uk