

How Verifications of Employment are Conducted

Verification of Employment with Obsidian HR

Your employer and Obsidian HR are partners, and Obsidian HR conducts Verifications of Employment as needed. This document outlines how verifications are conducted and best practices.

Third-Party Inquiries

During significant points of your life, your employment may need to be verified by a third party, i.e., a bank or mortgage lender. If Obsidian HR's Service Team receives a Verification of Employment request over the phone from a third party, our team will be able to complete the request. Verification of Employments sent via email to help@obsidianhr.com typically entails more information. Our team will respond, and correspondence will continue through email to conduct the inquiry.

Verification of Employment Best Practices

To expedite your Verification of Employment, please supply Obsidian HR's information as your employer. This ensures the third-party contacts Obsidian HR directly, as Obsidian HR completes the request. If you relay your employer's information to a third party, not Obsidian HR, there is no need for concern. Your employer will route the information to Obsidian HR, who will still complete the Verification of Employment. Obsidian HR's information is:

Obsidian HR
8100 E Union Ave
Unit 106
Denver, CO 80237
Phone: 303-802-2055
Email: help@obsidianhr.com