

## **Recruiting Scams**

Please take caution as we have become aware of activities where individuals are using information (e.g., names, logos) associated with Valero Energy Corporation and/or its subsidiaries and affiliates (collectively "Valero"). These scams often offer employment through emails, and these emails can look legitimate. These scams typically attempt to solicit advance fees and documentation from applicants in relation to supposed job vacancies. Valero does not request fees or upfront payments at any point in the hiring process, nor does Valero use placement agencies that solicit such fees.

## **Recommendations for Spotting & Avoiding a Potential Recruiting Scam:**

- Valero does not request advance fees from applicants. DO NOT send any form of payment(s) for employment to unsolicited propositions and/or offers from individuals with whom you are unfamiliar.
- Valero utilizes a structured recruitment process, which includes a formal interview, before extending an offer of employment. DO NOT accept an offer without a formal interview.
- Valero does not contact applicants using a non-Valero email address. DO NOT accept or respond to any form of communications from an email address that does not end in "@valero.com".
- Valero receives applications for consideration through an applicant tracking system, accessed through the Valero Careers site at <u>https://www.valero.com/en-us/Careers</u>. DO NOT apply or submit any documentation to a website outside the Valero domain.

Valero takes these recruiting scams very seriously. If you believe you have received an unsolicited employment offer, please email: <u>careers@valero.com</u>.