



# SAFETYWALLET

EMPLOYEE INDUSTRY CERTIFICATION SAFETY WALLET

(424) - 342 - SAFE

(424) - 342 - 7233

[safetywallet.org](http://safetywallet.org)

## SAFETY WALLET EMPLOYER INSTRUCTION SHEET

Employers, welcome to **SAFETY WALLET**. We are an online employee industry ID certification database. We make it easy to store an employee's certifications, training, and information for their personal use and for employer's easy access.

### How to Use Safety Wallet

- Employees can either text or email you their Safety Wallet profile. To do this they will text the system **(424-342-7233)** your phone number or email. If they do not have a profile set up, please have them call **(424)-342-7233** to be added to the system.
- Once the employee has requested their profile to be sent you will receive an email or text of their employee profile.

### Viewing an Employee Profile

- When viewing the profile, you can see emergency contact information, employment history, credentials/certifications, completed training, and basic information on the employee. You will have the ability to download this information to save in their file.

### Security Features

- The database is hosted on Amazon Web Services (AWS). This is an extremely secure cloud server that hosts many high-profile companies.
- The system verifies that the link request was sent from the employee cell phone number before providing any safety links of their information.
- The Outside Line Constructors Industry (IBEW/NECA) has approved this for use.

With any other questions please visit our website <http://safetywallet.org>, call **(424) 342-SAFE** or email [help@safetywallet.org](mailto:help@safetywallet.org)

