

Disqualification of Applicants

Examples for grounds of rejection of an applicant include, but are not limited to, the following:

1. **Minimum Requirements:** Failure to meet the minimum requirements for the position as defined in the job description.
2. **Falsification, Deception, Fraud:** Falsification of any material fact or any attempt to practice deception or fraud by the applicant on the application and/or supplements during interviews with a representative of the City during examinations, or during any phase of the employment process.
3. **Nepotism:** Failure to disclose familial relationships are grounds for disqualification and/or discharge.
4. **Closing Date:** Failure to submit an application for a position by the posted closing date.
5. **Driving Record:** Failure to meet the City's driving requirements for those positions which require the operation of equipment or vehicles as an essential function of their position.
6. **Criminal History:** Conviction, deferred adjudication, or placement on probation for a felony or crime where such history represents a risk to the City of Forney or where such history is in conflict with the responsibilities and duties of the job.
7. **Incomplete Application:** Failure to complete the application in the manner prescribed.
8. **Examinations:** Inability to pass all required examinations, including pre-employment screenings and a negative tobacco/nicotine screening. In the event of an inconclusive drug screen finding, including dilute, by the testing laboratory, the applicant must submit another sample. However, after one (1) additional attempt the applicant's conditional offer will be rescinded.
9. **Other:** Failure to meet any other job related requirements deemed necessary by the Human Resources Department.