



Causes for Rejection for Applicants

Williamson County Emergency Communications may reject an applicant for one or more of the following reasons listed below. Time calculations for an action that constitutes rejection for a specified period of time shall be calculated from the date the application and or personal history statement for employment is submitted by an applicant.

- a) Applicant fails to make application/personal history statement in the manner prescribed in the employment notice, and/or fails to file the application/personal history statement within the time limits prescribed in the employment notice.
- b) Applicant fails to complete or satisfactorily meet the employment process requirement of the agency, including missed appointments, failure to return necessary paperwork, failure to notify the agency of changes in address or telephone numbers, failure to properly complete any or all application/personal history statement materials, or who otherwise fails to complete the application process.
- c) Applicant fails to pass any part of the application/personal history statement process, including but not limited to, typing tests, interviews, required documentation, background investigation, medical exams, and psychological exam, failure to pass psychological testing will **permanently disqualify** the applicant.
- d) Applicant fails to meet the minimum standards for initial licensure as set forth by the Texas Commission on Law Enforcement for Telecommunicator candidates.
- e) Applicant is not a citizen of the United States of America by birth or naturalization. The applicant shall be considered disqualified until citizenship is obtained in compliance with federal laws
- f) Applicant fails to demonstrate his/her ability to read, write, and fluently speak the English language. The applicant shall be considered disqualified until the deficiency is corrected.
- g) Applicant is unable to perform the essential functions of the position to which he/she seeks appointment, with or without reasonable accommodation.
- h) Applicant has engaged in, received deferred adjudication or pre-trial diversion for, or has been convicted of conduct which constitutes a Class B Misdemeanor under the Penal Code or equivalent under federal law, to include the Uniform Code of Military

Justice (UCMJ) within the past ten (10) years, or any other conduct that may be unsuitable for employment with the agency. Crimes involving moral turpitude may result in **permanent disqualification** and shall be considered on a case-by-case basis with appropriate consideration of circumstances and recency.

Applicant has engaged in, received deferred adjudication or pre-trial diversion for, or has been convicted of: conduct which constitutes a Class A Misdemeanor under the Penal Code or equivalent under federal law, to include the UCMJ, or a felony under state or federal law. Conviction of or engaging in conduct that constitutes a Class A **Misdemeanor or felony shall result in permanent disqualification**. An applicant shall not be considered for employment while charges are pending for any criminal offense or while he/she is currently on probation for any offense.

- i) Applicant has made any false statement in any material fact; withheld information, practiced or attempted to practice any deception or fraud in his/her application/personal history statement, examination, or appointment. Depending on the variables involved, rejection may be either permanent or temporary.
- j) Applicant has engaged in conduct which constitutes excessive and/or recent use of intoxicants, including alcohol. Conduct in this category shall be considered on a case-by-case basis with consideration given to circumstances and recency. Depending on the variables involved, rejection may be either permanent or temporary.
- k) Applicant has engaged in, received deferred adjudication or pre-trial diversion for, or has been convicted of DWI/BWI/FWI/DUI within the past five (5) years or violations exceeding four (4) events (moving violations or preventable accidents) within the past three (3) years. The applicant shall be considered temporarily disqualified until he/she can meet the above standards.
- l) Applicant has demonstrated any of the following behaviors:
 - Immaturity
 - Poor judgment in his/her decision-making process
 - Unstable work history or frequent changing of jobs for no apparent reason

Conduct in these categories will be considered on a case-by-case basis with consideration given to circumstances and recency. Depending on the variables involved, rejection may be either permanent or temporary.

- m) Applicant is unwilling to *Refrain from Use of Tobacco Products* on County property.
- n) Applicant is applying for full-time employment and is not able and willing to work any day of the week or any time of the day or night.

Respect, Integrity, Commitment, Honesty

- o) Applicant has been dismissed or resigned in lieu of dismissal from any employment for inefficiency, delinquency, or misconduct. Said dismissal or termination shall be considered on a case-by-case basis. Rejection under this provision shall be considered **permanent**.
- p) Applicant has been discharged from any military service under less than honorable conditions. This may include:
- Other than honorable conditions
 - Bad conduct
 - Dishonorable
 - General
 - Uncharacterized; or
 - Any other characterization of service indicating bad character, even when coincides with honorable discharge.
- q) Unfavorable Interview
- r) Conviction of non-traffic related Class C Misdemeanors shall be reviewed on a case-by-case basis