Texas Department of Criminal Justice
Applicant Screening Form

This form is to be completed for each applicant who is ineligible for the position or does not meet the minimum qualifications.

Applicant Name: ________________________  Job Posting No.: ________________________

Last First MI

Unit/Dept/Division/Section: ________________________

Applicant is ineligible for the following reason(s):

[ ] Violation of nepotism policy.

Applicant is a convicted felon and it has been less than 10 years since completion of sentence, which may not apply to applicants for entry level substance abuse counselor positions.

[ ] Applicant is a former employee whose termination status code is DS067 within the past five years.

Applicant is a retiree who is not eligible for employment consideration in accordance with PD-84, “Reemployment and Selection of Retirees.”

[ ] Applicant does not meet the following minimum qualifications. Identify how applicant did not meet the minimum qualifications.

Education

Experience

Supervisory Experience

Other - Credentials, Licenses, Training, Typing

Form Completed By:

Printed Name ________________________  Signature ________________________  Date ________________________

(mm/dd/yyyy)

PERS 300 (08/18)