Upper Arlington

Rule 6 D. Disqualification of Applicants and Eligibles. 1. Applicants may be rejected from consideration or refused admittance to any examination, and eligibles may be disqualified or removed from an eligible list, or a certification list, for, but Civil Service Rules – As approved Jan. 2018 Page 15 of 67 not limited to, the following causes:

(a) Lack of any of the established minimum requirements or qualifications for the position for which the individual applies;

(b) The individual has been convicted of or made an admission to any crime that is classified as a felony under the O.R.C. or any other state code or law of the United States.

(c) The individual has been convicted of or made an admission to any crime that is classified as a misdemeanor under the O.R.C. or any other state code or municipal law, or law of the United States that was punishable by a potential jail sentence, regardless of whether one was actually imposed. (d) The individual has been dismissed from public employment for just cause;

(e) The individual has made a false statement of material fact in the application, testing process, or during the hiring process;

(f) The individual has practiced or attempted to practice deception or fraud on the application or examination or in securing his eligibility or appointment;

(g) The individual has used, threatened to use, or attempted to use political influence in securing employment, reemployment, or promotion;

(h) The individual cannot be located, fails to report for an interview or other step in the selection process as directed by the Commission or Appointing Authority and/or fails to report for duty as directed by the Appointing Authority;

(i) The individual fails to pass any of the tests required for the position to which he seeks appointment or failed the oral review board.

(j) The individual has been convicted for a crime involving moral turpitude or an offense of violence. (k) The individual has failed a required drug or alcohol screening test in that the test showed the presence of a drug of abuse as defined in O.R.C. 3719.011 and/or alcohol in a body fluid unless such substance is identified as a prescribed medication; however, this provision is only applicable to entry level applicants. Alcohol tests will be treated as medical tests subject to Rule 6.D.2.

(l) The individual has a pattern of poor work habits and performance with previous employers. This includes but is not limited to excessive absenteeism, poor quality of Civil Service Rules – As approved Jan. 2018 Page 16 of 67 work, excessive tardiness, inability to get along with others in a work environment, or any thefts.

(m)The individual fails to pass the medical examination required for the position.

(n) The individual has a poor traffic record and is applying for a position which requires a driver’s license and involves driving,

(o) The individual has been dismissed from public or private employment for good cause.

(p) The individual cannot speak, read, or write the English language and the work requires speaking, reading, or writing the English language.

(q) The individual fails to report for an interview or other step in the selection process as directed by the Commission or Appointing Authority and/or fails to report for duty as directed by the Appointing