Applicant Review & Assessment (Professional)

HR-TMS – Under Review by Department - Not Interviewed – Not Selected

D1 – Application incomplete
D2 – Submission received after position closed or filled
D3 – Does not meet minimum qualifications - education
D4 – Does not meet minimum qualifications - experience
D5 – Does not meet minimum qualifications - other required license/certification/credential
D6 – Did not leave the university in good standing
D9 – Experience not as strong as other candidates
D10 – Education not as strong as other candidate
D11 – Duplicate application
D12 – Candidate withdrew from consideration (pre-offer)
D13 – Candidate not eligible to work in the U.S.
D14 – Later discovered fraudulent information in application/interview materials
D15 – Position not filled
D16 – Failed search

Phone Pre-Screen

HR-TMS Phone Screen (Interviewed, Not Hired – Email when filled)

P1 – Unable to contact candidate
P2 – Not available/late for interview
P3 – Lack of interest in the position
P4 – Experience not as strong as other candidates
P5 – Education not as strong as other candidates
P6– Not eligible for hire/transfer (cannot work required shift)
P7– Candidate withdrew from consideration (pre-offer)
P8– Candidate not eligible to work in the U.S.
P9– Later discovered fraudulent information in application/interview materials
P10– Position not filled
P11– Failed search
P12– Hiring freeze

**HR-TMS Request for Interview/Interviewed not Hired Status**

I1 – Unable to contact candidate
I2 – Did not show/late for interview
I3 – Lack of interest in the position
I4 – Experience not as strong as other candidates
I5 – Education not as strong as other candidates
I6 – Qualified but skill set not as strong as top candidate
I7 – Unable to verify all employment during seven (7) years immediately preceding application
I8 – Unable to verify all experience that qualifies individual for position
I9 – Unable to verify all academic diplomas and degrees
I10 – Unable to verify all required licensure(s)/certifications
I11 – Unable to verify/unsatisfactory references
I12 – Candidate withdrew from consideration (pre-offer)
I13 – Candidate not eligible to work in the U.S.
I14 – Later discovered fraudulent information in application/interview materials
I15 – Position not filled
I16 – Failed search
**HR-TMS Recommended for Hire – Not Hired**

R1 – Not eligible for hire/transfer (delinquent account)

R2 – Not eligible for hire/transfer (extended leave)

R3 – Not eligible for hire/transfer (cannot work required shift)

R4 – Did not satisfactorily pass criminal background check

R5 – Did not satisfactorily pass credit/tax background check

R6 – Declined – no longer interested in position (post-offer)

R7 – Declined – pay and/or benefits

R8 – Declined – location

R9 – Declined – work shift

R10 – Candidate withdrew from consideration (pre-offer)

R11 – Candidate not eligible to work in the U.S.

R12 – Later discovered fraudulent information in application/interview materials

R13 – Position not filled

R14 – Failed search

R15 – Hiring freeze

6/20/16