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
D17 – Hiring Freeze
D18 – Retiree – Not eligible for benefited positions
D19 – Unable to verify/unsatisfactory references

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
P13 – Unable to verify/unsatisfactory references.
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

2.1.19