

REQUEST TO REMOVE CANDIDATE FROM ELIGIBLE LIST

<u>Class Title</u>	<u>Candidate Name</u>	<u>Dept Requesting Removal</u>
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Reason for Removal (based on CSC Rule IV) Check one or more:

- ☐ Lack of any of the established preliminary requirements. (CSC.IV.B.1)
- ☐ Physical or mental limitations rendering the applicant incapable of performing the duties of the position. (CSC.IV.B.2)
- ☐ use of illegal drugs or abuse of intoxicating substances in the workplace, or, for positions defined as peace officers under State law, a history of substance abuse (CSC.IV.B.3)
- ☐ Conviction of any felony or of a misdemeanor which is significantly related to the duties of the position for which applying. (CSC.IV.B.4)
- ☐ Any prior activity that would identify the candidate as a substantial risk to the security of funds, property, or safety of the public or employees encountered in the performance of duties of the class. (CSC.IV.B.5)
- ☐ The use or attempted use of influence to gain advantage during the examination or selection process. (CSC.IV.B.6)
- ☐ Any false statement of material fact in connection with any stage of the examination, selection, or appointment or employment process. (CSC.IV.B.7)
- ☐ Any deception or fraud in any stage of the examination or selection process, such as directly or indirectly obtaining information regarding examinations to which, as an applicant, they were entitled or taking part in the compilation, administration or correction of the examinations. (CSC.IV.B.8)
- ☐ Violation of provision of the Civil Service Rules, County Ordinances, or State laws (including Government Code Sections 31114 and 31115), or rules or regulations adopted pursuant thereto, governing personnel matters. (CSC.IV.B.11)

Additional reasons for peace officers including correctional officers only (based on PAM IV.8.) Check one or more:

- ☐ The commission of any felony involving any federal or state statute.
- ☐ The commission of a misdemeanor amounting to conduct which would reflect adversely on the candidate's ability to perform as a peace officer or detention officer, e.g., fighting, assault, battery, malicious mischief, moral turpitude, or general behavior that tends to indicate a lack of maturity, common sense or self-control (within the last three years).
- ☐ Classification as a negligent operator under the Department of Motor Vehicle's "point count."
- ☐ Any termination from a sworn position at a law enforcement agency.
- ☐ Failing a law enforcement academy within the last three years.
- ☐ Termination from any employment in the past three years for reasons which are directly related to the abilities and attributes necessary for law enforcement.
- ☐ Any pattern within the past two years of non-payment of debts which results in collection action against the candidate.
- ☐ Any incorrect representation or deletion of a material fact on a County application, questionnaire, or form.
- ☐ Any verbal misrepresentation or deletion of a fact material to the background investigation.
- ☐ Failure of the psychological test as indicated by an "F" rating. (Candidates who receive a "D" should be considered for removal of their names from the eligible list.)
- ☐ Any exceptions to the above may be considered on a case-by-case basis.

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For Requesting Department use:

Justifications for removal (including specific dates and details; attach additional pages if necessary):

Request completed by (department head or designee):

Printed Name Title

Signature Date

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For Personnel Department use:

____ Request Approved ____ Request not approved

If not approved, reasons for non-approval, or recommendations for additional research/information that may provide facts to justify the removal.

Signature, Employment Services Manager Date