

# **COPPELL POLICE DEPARTMENT. APPLICANT DISQUALIFICATIONS**

The following are disqualifications for employment with the Coppell Police Department. Employment positions subject to these disqualifiers include: police officer, police dispatcher, animal control officer, jailer, administrative/clerical staff, and interns. Applicants may be eliminated from the hiring process for the following reasons:

## **DRUG USAGE:**

- No felony drug use ever. If you have taken a controlled substance that is classified as a felony in the State of Texas, it is a permanent disqualification.
- No marijuana usage in the past 3 years. If you have used any amount of marijuana in the past 3 years, this is a temporary disqualification. Any marijuana usage prior to the past 3 years will be looked at on an individual basis by frequency, amount and usage time.

## **CRIMINAL HISTORY:**

- No admitted conduct that constitutes a Class A or Class B misdemeanor under the Penal Code of this state or the equivalent in another state or the equivalent under Federal Law within two years of application. Any conduct of this nature will result in a temporary disqualification.
- No admitted conduct that constitutes a felony under the Penal Code of this State or the equivalent in another state or the equivalent under Federal Law within four years of application. Any conduct of this nature will result in a temporary disqualification.
- Convictions and admissions of crimes of moral turpitude or disgraceful conduct may result in permanent disqualification and will be considered on a case by case basis with the appropriate consideration of the circumstances and relevancy.
- A candidate may not be considered for employment while charges are pending for any criminal offense, does not include traffic citations.

Candidates may also be disqualified for reasons specified in the City of Coppell Policies and Procedures Handbook (policy 2.9) listed below. Additional, candidates may be disqualified for failure to complete or satisfactorily meet the employment process requirements of the Coppell Police Department. These disqualifiers are including but not limited to:

- Missing appointments or repeated instances of tardiness,
- Failure to return necessary paperwork in a complete and timely fashion,
- Failure to communicate effectively with the background investigator/department members,
- Failure to notify the department of any status change outlined in the necessary paperwork or,
- Otherwise fail to complete the application process.

Discrepancies in this area will be considered on a case by case basis with the appropriate consideration of the circumstances and relevancy.

#### **City of Coppell Policies and Procedures Handbook- Hiring and Employment 2.9**

- Failure to meet the minimum qualifications necessary for performance of the duties for the position;
- If they previously worked for the City and were terminated, or resigned in lieu of termination, due to unsatisfactory performance or conduct and/or violation of a City policy or procedure;
- If their employment will result in a violation of the City's Nepotism Policy (Policy No. 2.5);
- False statements or material omissions on the application form or during the application process;
- Failing any of the City's background and employment requirements including, but not limited to drug testing;
- The applicant commits or attempts to commit a fraudulent act .at any stage of the selection process;
- The applicant is not legally permitted to work in the United States;·
- The applicant is unable to perform the essential functions of the job applied for with or without a reasonable accommodation;· or
- Any other reason deemed to be in the best interests of the City.