

University of North Carolina School of the Arts

Non-Selection Code List

Instructions: Select the reason(s) best matching your job-related non-selection decision. The Chair of each committee will be responsible for entering online the non-selection codes for each candidate not selected for the position.

A. Availability

1. contacted but declined interview
2. unable to contact
3. withdrew from consideration
4. accepted offer outside UNCSCA or selected for another UNCSCA position
5. candidate is not available for this position's schedule requirements, such as night work, overtime, weekends, etc.

B. Experience

6. application review shows unacceptable work history
7. application shows lack of directly related experience
8. sufficient experience but less than the selected candidate
9. lacks directly related experience
10. application review shows insufficient skill level
11. applicant does not meet experience requirements advertised

C. Education

12. sufficient education/training but less than selected candidate
13. lacks directly related education/training
14. could perform duties only after extensive training
15. applicant does not meet education requirements advertised

D. Interview

16. interview showed inconsistency with application information
17. interview showed unacceptable communication skills
18. interview showed lack of sufficient, directly related knowledge
19. interview showed lack of understanding of the scope of the position's duties
20. interview showed strong candidate, but not as strong as other applicants

E. Reference

21. reference information indicates insufficient experience
22. reference information indicates unacceptable work history
23. reference information indicates inadequate education
24. reference information indicates inconsistency with application
25. reference information shows good work record but does not match with position's

requirements

26. unable to check references

27. references not compatible with job duties

F. Test Results

28. typing/spelling test scores lower than selected candidate

29. unacceptable typing/spelling scores

30. unacceptable performance test results

31. performance test results lower than selected candidate

G. Priority Re-Employment

32. selected layoff candidate

33. selected worker's compensation candidate

H. Salary Rate

34. position funding insufficient to meet candidate's salary requirement

35. candidate's salary requirement would create salary inequity(ies)

I. Under Consideration

36. candidate still under consideration

J. Other

37. other reason not listed, please provide a written explanation