

25 NCAC 01H .0634 SELECTION OF APPLICANTS

(a) All agencies shall select from the pool of the most qualified persons to fill vacant positions. Employment shall be offered based upon the job-related qualifications of applicants for employment using fair and valid selection criteria and not on political affiliation or political influence.

(b) Using fair and valid selection criteria, the agency shall review the credentials of each applicant in order to determine who possesses the minimum qualifications as defined in Rule .0635 of this Section including selective criteria. "Selective criteria" are defined as additional minimum qualifications identified by the agency. From those applicants who meet the minimum qualifications, a pool of the most qualified candidates shall be identified. The pool of most qualified candidates shall be those individuals determined to be substantially more qualified than other applicants pursuant to G.S. 126-14.2. The individual selected for the position shall be from among the most qualified applicants.

(c) Selection procedures and methods shall be validly related to the duties and responsibilities of the vacancy to be filled.

(d) The agency shall provide timely written notice of non-selection to all unsuccessful candidates in the most qualified pool.

*History Note: Authority G.S. 126-4(4); 126-14.2; 126-14.3;
Eff. February 1, 2007;
Amended Eff. April 1, 2015;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. August 20, 2016.*