

12.7 BACKGROUND CHECKS

Purpose

Austin County is committed to maintaining a safe, secure, and trustworthy work environment for employees, elected officials, and the public. As part of this commitment, background checks are conducted to help ensure the integrity and suitability of individuals seeking employment or placement with the County.

Policy

Austin County requires background checks for individuals being considered for employment. Background checks may include, but are not limited to, criminal history, employment verification, and other legally permissible screenings.

Scope

This policy applies to:

- All prospective employees
- Rehires
- Any position designated as sensitive or high-risk

Authorization

All candidates must provide written consent before a background check is conducted. Refusal to consent may result in disqualification from employment consideration.

Use of Information

Background check information will be used solely for employment-related decision-making and will be handled confidentially in accordance with applicable federal, state, and local laws.

Compliance

Austin County will conduct all background checks in compliance with applicable laws and regulations, including nondiscrimination and privacy requirements.