



Inquiries  
and  
Correspondence

Henry Maurer  
Director  
Division of Appeals and Regulatory Affairs  
Civil Service Commission  
P. O. Box 312  
Trenton, New Jersey 08625-0312


Attachment

c: Daniel Santaniello  
Joanne Bergin  
Kelly Glenn

# MEMORANDUM

**Date:** July 29, 2015

**To:** Henry Maurer, Director  
Appeals and Regulatory Affairs

**From:** Kenneth Connolly, Director   
Agency Services

**Subject:** Approval of Out-of-Title Work Experience; Mr. Daniel Santaniello; Brick Township

The attached request for the approval of out-of-title work experience has been received from Ms. Joanne Bergin, Business Administrator for Brick Township.

By way of background, Mr. Daniel Santaniello was recently denied eligibility for the title of Recreation Supervisor (03020) because he lacked four (4) years and eight (8) months of experience in recreation work involving the planning, promotion, development and supervision of a recreation program. In the attached eligibility determination, it was acknowledged Mr. Santaniello possesses seven (7) years and one (1) month of applicable out-of-title experience. As a result, the township is requesting the Commission accept the out-of-title work performed by Mr. Daniel Santaniello, in accordance with *N.J.A.C. 4A:4-2.6(c)*.

Brick Township acknowledges Mr. Santaniello has been employed with the Township in the Recreation Department since 2000. Sanctioned by the Township, out of business necessity, Mr. Santaniello has been performing the applicable out-of-title work for over seven (7) years. Unfortunately, the employee's title has not been changed to adequately reflect the level of work he has been performing.

The Division of Agency Services supports the request of Brick Township to accept the out-of-title work experience of Mr. Daniel Santaniello and seeks the Commission's approval of this request.

Should you have any questions or concerns, please contact Mr. Jeffrey Salvatore (609-292-7056; [Jeffrey.salvatore@csc.nj.gov](mailto:Jeffrey.salvatore@csc.nj.gov)).

KC/JS

Attachments

# TOWNSHIP OF BRICK

OCEAN COUNTY, NEW JERSEY  
401 CHAMBERS BRIDGE ROAD, BRICK, N.J. 08723

John G. Ducey, Mayor

Office of the Business Administrator

**Township Council:**

Paul Mummolo - President  
Heather deJong - Vice President  
Jim Fozman  
Susan Lydecker  
Bob Moore  
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July 2, 2015

NJ Civil Service Commission  
PO Box 312  
Trenton, NJ 08625-0312

Re: Daniel Santaniello  
Recreation Supervisor


To Whom It May Concern:

On June 26, 2015 the Township received the enclosed decision from the Civil Service Commission regarding the above referenced employee. The Township requested a review of Mr. Santaniello's credentials to determine if he met the requirements for the position of Recreation Supervisor. Mr. Santaniello did not meet the requirement of the position because he lacked the four (4) years and eight (8) months of required experience. As stated in the notice, Mr. Santaniello possesses over seven (7) years of out-of-title work experience.

Mr. Santaniello has been employed with the Township of Brick in the Recreation department since he was hired by the Township in 2000. Unfortunately, Mr. Santaniello was classified incorrectly due to economic constraints and department needs. He has been performing duties outside of the parameters of his permanent title of Recreation Program Coordinator, Program Coordinator Special Events and Principal Clerk Typist for more than seven (7) years. Mr. Santaniello plans, develops and promotes a large variety of community service and recreation programs and events. He supervises all aspects of these programs. He develops standards, policies and procedures for the programs. Mr. Santaniello is also responsible for all budgeting and ordering for the department. In addition, he recommends hiring and firing of employees and he completes all employee evaluations.

The Township of Brick contends that the title of Recreation Supervisor would be the correct title for Mr. Santaniello and I respectfully request that his overall experience, including his out-of-title work be considered. I thank you for your consideration of this matter. If you wish to discuss this matter further, please feel free to contact me at 732-262-1050.

Sincerely,

  
Joanne Bergin  
Business Administrator

JB/szs

Enclosure

c Mayor John G. Ducey  
Sarah Zimmer-Scarpelli

