



**STATE OF NEW JERSEY**

**FINAL ADMINISTRATIVE ACTION  
OF THE  
CIVIL SERVICE COMMISSION**

In the Matter of Abraham King, Sr.,  
Behavior Support Technician  
(S0562V), Statewide

Examination Appeal

CSC Docket No. 2018-1532

**ISSUED: APRIL 2, 2018 (SLK)**

Abraham King, Sr., appeals the determination of the Division of Agency Services (Agency Services) that he was below the minimum requirements in experience for the open competitive examination for Behavior Support Technician (S0562V), Statewide.

The examination at issue was announced with specific requirements that had to be met as of the July 24, 2017 closing date. The education requirement was a Bachelor’s degree in Psychology, Special Education, Sociology, Guidance and Counseling, Social Work, or other similar behavior science program. The experience requirements for the examination were one year of experience working in rehabilitation or therapeutic treatment programs for the mentally ill or developmentally disabled involving behavior support or the successful completion of a one-year training program as a Behavior Support Technician Trainee. A total of 138 individuals applied for the subject examination which, after the test was administered, resulted in a list of 30 eligibles with an expiration date of January 3, 2021. Certifications OS180014, OS180019, and OS180020 have been issued.

On his application, the appellant indicated that he possessed a Bachelor’s degree in Sociology and was a Human Services Assistant from March 2016 to the July 24, 2017 closing date and provisionally served as a Behavior Support Technician from September 2013 to May 2014. Personnel records indicate that he was a Human Services Assistant from October 2016 to the July 24, 2017 closing date, provisionally served in the subject title from March 2016 to October 2016,

provisionally served in the subject title from August 2013 to June 2014, and was in various other positions in State service starting in February 2012. Agency Services credited him for his education and nine months of experience based on his application where he stated that he provisionally served in the subject title from September 2013 to May 2014. It did not credit his current provisional experience or his experience as a Human Services Assistant since he indicated that he assisted clients with daily living functions from March 2016 to October 2016 and did not indicate that her performed behavior support duties.

On appeal, the appellant submits a letter from Dr. Augustine Bessong, Director of Psychology at the Vineland Developmental Center, who clarifies that the appellant performed the required duties from March 2016 to October 2016 while provisionally serving in the subject title.

### **CONCLUSION**

*N.J.A.C.* 4A:4-2.3(b) provides that applicants shall meet all requirements specified in the open competitive announcement by the closing date.

Initially, Agency Services correctly determined that the appellant only had nine months of the required experience and lacked three months of experience based on his application. However, in accordance with *N.J.A.C.* 4A:4-2.1(g), the Civil Service Commission can accept clarifying information in eligibility appeals. For example, information submitted on appeal pertaining to duties performed in a given position that expands or enlarges on information previously submitted is considered clarifying. On appeal, the appellant submits a letter from Dr. Bessong who confirms that the appellant additionally performed the required duties while provisionally serving in the subject title from March 2016 to October 2016. Therefore, under these circumstances, good cause exists to accept the clarification of the appellant's experience, for eligibility purposes only, and admit him to the examination.

### **ORDER**

Therefore, it is ordered that this appeal be granted and the appellant be scheduled for a make-up examination as soon as possible. If the appellant achieves a passing score, his name should be added to the eligible list for prospective employment opportunities only.

This is the final administrative determination in this matter. Any further review should be pursued in a judicial forum.

DECISION RENDERED BY THE  
CIVIL SERVICE COMMISSION ON  
THE 27<sup>th</sup> DAY OF MARCH, 2018



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