



STATE OF NEW JERSEY

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

In the Matter of Robert Palmer,
Fire Captain (PM1057V)
Roselle

Examination Appeal

CSC Docket No. 2018-1640

ISSUED: April 2, 2018 (RE)

Robert Palmer appeals the denial by the Division of Agency Services (Agency Services) of his request to file a late application for the promotional examination for Fire Captain (PM1057V) Roselle.

The subject examination was announced on August 1, 2017, and the application deadline date was August 21, 2017. Only on-line applications were accepted, and the appellant did not submit one. Ten candidates were admitted, and eight have taken the multiple-choice portion. Final results are not yet available.

In his initial request to Agency Services, the appellant stated that he was on vacation at the time of the announcement, and was not advised of the examination deadline. Agency Services responded that the appellant reported to work on August 3, 7, 11 and 15, 2017. He took no time off in August. It also indicated that the appointing authority posted the announcement on the bulletin board on the second floor of the firehouse, and the Battalion Fire Chief notified all firefighters. Therefore, Agency Services denied his request to file a late application.

On appeal to the Civil Service Commission (Commission), the appellant states that he was distressed as his girlfriend's mother was ill and hospitalized. He provided no documentation of that illness. In a supplement to his appeal, he indicated that he was "unable to file an online application due to not having the log on email from my Chief." In support of the appeal, the attorney for Roselle does not see a problem in admitting the appellant, as he has been a long-term Firefighter, and was dealing with his girlfriend's mother's illness.

N.J.A.C. 4A:4-2.1(e) provides, in pertinent part, that applications for open competitive and promotional examinations should be filed no later than the announced filing date for filing applications.

CONCLUSION

The appellant was not admitted to the subject examination since he did file an application by the closing date. The examination filing period was from August 1 to 21, 2017, and as such, candidates had three weeks to file an application, at any time of the day, and ten candidates met the deadline. Personal computers are ubiquitous, and the appellant could have filed an application online from anywhere there is Internet service. Additionally, the announcement was posted on the Commission's website, was posted at the job location, and the Battalion Fire Chief notified the appellant of his eligibility. Next, the appellant does not provide any evidence regarding the illness of his friend. Also, the Commission provides extensive instructions on how to file an application in the document Announcement and Online Application System User Guide, available in its website. Once a candidate finds a job announcement, they click a link to file an application. They then establish a user account by creating a User ID and Password. Candidates should record this information in a safe place to access it in the future. The appellant should not have to contact his Fire Chief for any reason in order to file an application. Lastly, the appellant's initial appeal of this issue was dated October 4, 2017, over a month after the closing date. As such, it is also untimely.

ORDER

Therefore, it is ordered that this appeal be denied.

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 27TH DAY OF MARCH, 2018



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