

STATE OF NEW JERSEY

FINAL ADMINISTRATIVE
ACTION
OF THE
CIVIL SERVICE COMMISSION

In the Matter of Jean Emile,
Principal Accountant (M0819T),
Irvington

Examination Appeal

CSC Docket No. 2016-3305

ISSUED: **NOV 16 2016** (SLK)

Jean Emile appeals the determination of the Division of Agency Services (Agency Services) that he was below the minimum requirements in education for the open competitive examination for Principal Accountant (M0819T), Irvington.

The examination at issue was announced with specific requirements that had to be met as of the November 13, 2015 closing date (see attached). A total of seven individuals applied for and one was deemed eligible for the subject examination. Certification OL160269 was issued containing the name of the one eligible. The eligible list expires on March 9, 2019.

Mr. Emile indicated on his application that he was serving provisionally in the subject title from August 2014 to the November 13, 2015 closing date, a part-time Tax Accountant/Manager for Wuntel Professional Services from January 2001 to the November 13, 2015 closing date, a Human Resources Director for Alaris Health from December 2009 to August 2014, a part-time Zoning Board Member from December 2013 to August 2014, a Financial Planner for Metlife Financial Services from January 2000 to February 2002, and in Human Services for Marlboro State Hospital from March 1995 to September 1998. He also indicated that he possesses a Doctorate degree in Business Administration, a Master's degree in Finance, a Bachelor's degree in Management Finance and Economics, and Associates' degrees in Accounting and Business Administration. Agency Services credited him with having met the experience and general education requirement and having earned 12 college credits in Accounting, but determined that he lacked 9 college credits in Accounting.

On appeal, Mr. Emile highlights that he possesses an Associate's degree in Accounting and Bachelor's, Master's, and Doctorate degrees in fields related to

Accounting. He presents that he is currently serving provisionally in the subject title and describes how he performs the required duties.

CONCLUSION

N.J.A.C. 4A:4-2.3(b) provides that applicants shall meet all requirements specified in the examination announcement by the closing date. Further, *N.J.A.C.* 4A:1-1.2(c) states that the Civil Service Commission (Commission) may relax a rule for good cause in order to effectuate the purposes of Title 11A, New Jersey Statutes.

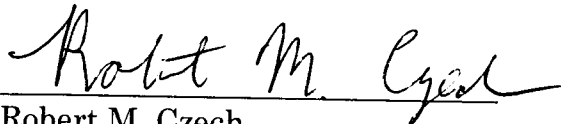
Initially, Agency Services correctly determined that the appellant did not meet the education requirement as of the November 13, 2015 closing date as he only possesses 12 college credits in Accounting. However, it cannot be ignored that appellant has earned an Associate's degree in Accounting and Doctorate, Master's, and Bachelor's degrees in financial fields related to Accounting. Therefore, although Mr. Emile's education does not precisely mirror the requirements contained in the announcement, the Commission is satisfied that the totality of his education as well as his experience, including his provisional service in the subject title and as a Tax Accountant/Manager, as far back as 2001, warrants his admission to the subject examination. Furthermore, the appellant continues to serve provisionally in the subject title and this is not a competitive situation as there is only one name on the eligible list. Therefore, under these circumstances, good cause exists to relax the provisions of *N.J.A.C.* 4A:4-2.3(b) and accept the totality of Mr. Emile's education and experience, for eligibility purposes only, and admit him to the subject examination.

ORDER

Therefore, it is ordered that this appeal be granted and Mr. Emile's application be processed 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 10th DAY OF NOVEMBER, 2016



Robert M. Czech
Chairperson
Civil Service Commission

Inquiries
and
Correspondence

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

Attachment

c: Jean Emile
Tony Vauss
Kelly Glenn
Records Center



Job Announcements

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printable version

Symbol: M0819T

Title: PRINCIPAL ACCOUNTANT

Issue Date: 10/23/2015

Closing Date: 11/13/2015

Jurisdiction: IRVINGTON

Salary: \$50,684.00 - \$62,751.00 Per Year

Num. of Positions: 1

Workweek: 32.50 Hours per week

Application Fee: \$25.00

OPEN TO RESIDENTS OF:

Irvington Township

REQUIREMENTS:

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree including or supplemented by twenty-one (21) semester hour credits in accounting subjects. Please upload a copy of your transcript with your application. Failure to do so will result in ineligibility.

NOTE: Applicants who have satisfactorily completed twenty-one (21) semester hour credits in professional accounting courses at an accredited college or university may substitute accounting experience in work involving the installation, operation, and keeping of large scale systems of accounts for the remainder of the above educational requirement on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

NOTE: Foreign transcripts must be evaluated by a recognized evaluation service. Please upload a copy of your evaluation with your application. Failure to do so will result in ineligibility.

NOTE: Possession of a valid certificate as a Registered Municipal Accountant or Certified Public Accountant issued by the New Jersey State Board of Certified Public Accountants or as a Certified Municipal Finance Officer issued by the New Jersey Department of Community Affairs, Division of Local Government Services may be substituted for the above education requirement. If you are substituting a certificate for the required education, please upload a copy of your certificate with your application. Failure to do so will result in ineligibility.

EXPERIENCE: Two (2) years of accounting or auditing experience.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

Customer Care and Technical Support: If you are having difficulty submitting your application online, customer care and technical support are available during regular business hours, 8:00 a.m. to 4:00 p.m. EST, Monday - Friday, excluding holidays and emergency closings. Please email: OAS.support@csc.nj.gov or call (609) 292-4144. Please note that application support requests received outside regular business hours on the closing date will not change the application filing deadline so PLEASE FILE EARLY.

IMPORTANT INFORMATION:

1. NJAC 4A:4-2.3(b) states that all requirements must be met as of the closing date.
2. Online applications must be completed and submitted by the closing date listed above.
3. **You must complete your application in detail.** Your score may be based on a comparison of your background with the job requirements. **Failure to complete your application properly may lower your score or cause you to fail.**
4. If an employment list results from this announcement, it may be certified to fill full-time and part-time positions.
5. Effective September 1, 2011, the New Jersey First residency law was enacted. Please click here for additional information.
6. In accordance with Public Law 2010 c. 26, Veterans pay a reduced application fee of \$15.00 if they have previously established Veteran's Preference with the DMAVA (as defined by NJSA 11A:5-1 et seq) or their claim is approved by

DMAVA at least 8 days prior to the issuance of the eligibility list. Please note this reduced fee does not apply to Public Safety titles.

- Read Description of Job and Specification: **02758**
- **Click here to apply via the Online Application System**

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