



STATE OF NEW JERSEY

In the Matter of Fadette McDaniels,
Senior Human Services Technician
(PS3106E), Department of Military
and Veterans Affairs

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

CSC Docket No. 2017-2701

Examination Appeal

ISSUED: SEP 08 2017 (JET)

Fadette McDaniels requests to file an application after the announced closing date for the promotional examination for Senior Human Services Technician (PS3106E), Department of Military and Veterans Affairs.

By way of background, the subject promotional examination was announced with specific requirements that had to be met as of the July 21, 2016 closing date (see attached). A total of 28 of employees applied for the subject examination that was conducted on February 23, 2017, resulting in a list of 13 eligibles with an expiration date of March 15, 2020. It is noted that the appellant filed an application for the Human Services Technician (PS3105E), Department of Military and Veterans Affairs by the July 21, 2016 closing date for that examination but she was rejected for that examination as she is already permanent as a Human Services Technician.

On appeal, the appellant asserts that, at time she submitted her application, she intended to apply for the Senior Human Services Technician (PS3106E) examination. However, she explains that she mistakenly applied for the examination for Human Services Technician (PS3105E). As such, the appellant requests that her application for the Senior Human Services Technician (PS3106E), Department of Military and Veterans Affairs, be filed on a late basis.

CONCLUSION

N.J.A.C. 4A:4-2.1(e) provides that applications must be filed no later than the announced filing deadline.

In this matter, the appellant asserts that she erroneously applied for the examination for Human Services Technician (PS3105E), Department of Military Veterans Affairs. She requests to submit her application for the examination for Senior Human Services Technician (PS3106E), Department of Military and Veterans Affairs on a late basis as she initially intended to apply for that examination. The PS3106E announcement instructed applicants to submit applications to this agency by the July 21, 2016 closing date. The Civil Service Commission generally denies such requests as this agency requires applicants to file examination applications by the closing date. Nonetheless, the record reflects that nine of the eligibles on the list are recorded as not interested in the available shift. Further, the appellant submitted the application for the PS3105E application by the July 21, 2015 closing date. Although the appellant did not apply for the PS3106E application, she apparently intended to do so by the July 21, 2015 closing date for that examination. Under these limited circumstances, good cause exists to accept the appellant's application and admit her to the subject promotional examination as of the July 21, 2016 closing date. *See N.J.A.C.* 4A:4-2.1(e). This remedy is limited to the facts of this situation and may not be used as precedent for any other proceeding.

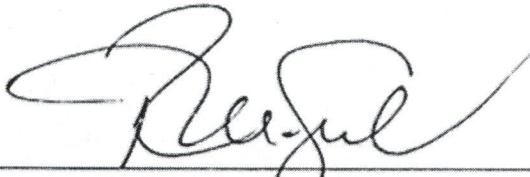
One additional matter warrants comment. The appellant is cautioned to ensure that she correctly files applications utilizing the correct symbol by the closing date listed in the announcement for all future promotional opportunities.

ORDER

Therefore, it is ordered that this appeal be granted and the appellant's application be reviewed to determine if she meets the requirements of the subject announcement. It is further ordered that upon the appellant's eligibility for the examination, her application be processed and she be administered a make-up examination. Upon her passing the examination, her name shall be added to the 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 6th DAY OF SEPTEMBER, 2017



Robert M. Czedh, Chairperson
Civil Service Commission

Inquiries
and
Correspondence

Christopher Myers
Director
Division of Appeals
& Regulatory Affairs
Civil Service Commission
Written Record Appeals Unit
PO Box 312
Trenton, New Jersey 08625-0312

c: Fadettle McDaniels
Robert J. Hoyd
Kelly Glenn