



STATE OF NEW JERSEY

In the Matter of David Stout,
Storekeeper 2, Department of the
Treasury

CSC Docket No. 2015-1734

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

Administrative Appeal

ISSUED: **MAR 06 2015** (BS)

The Division of Classification and Personnel Management (CPM),¹ on behalf of the Department of the Treasury, requests that David Stout be promoted from his current non-competitive title, Senior Garage Attendant, at the Department of the Treasury, to Storekeeper 2, an un-related, competitive title at the Department of the Treasury.

By way of background, Mr. Stout is currently serving permanently in the non-competitive title, Senior Garage Attendant. The appointing authority submitted a request to CPM to promote Mr. Stout to the competitive title, Storekeeper 2. After being reassigned from the Refueling Station to the South Broad Street Garage, Mr. Stout began assisting the Storekeeper 2 in the performance of his duties which included loading and unloading heavy bulk products, answering phone calls related to inventory issues, and safeguarding a large volume of inventory. Mr. Stout performed these duties from September 2004 to September 2008. In October 2008, he was reassigned to the Eggerts Crossing Garage where he oversaw the parts department, although still serving in the Senior Garage Attendant title, and again assumed the duties of a Storekeeper 2 which included safeguarding a large volume of inventory, supervising the distribution of inventory, recoding and logging vendor information, invoice, or transaction numbers, assigning prices and quantities to proper work orders, and entering account numbers into the computer system. In August 2011, Mr. Stout was again reassigned to the South Broad Street Garage where he continued to oversee the parts department. Mr. Stout continued to perform

¹ Now known as the Division of Agency Services.

the previously mentioned duties but his duties were now expanded to include the supervision of stock orders, procurement requests, and retrieving quotes to replenish products, supplies, specialty products, tools, and products that were not under contract.

The Division of Classification and Personnel Management (CPM) determined that Mr. Stout's correct classification was Storekeeper 2. The Division of Selection Services (DSS) conducted a pre-appointment evaluation and concluded that Mr. Stout did not satisfy the open-competitive requirements for Storekeeper 2 and would need to possess a total of three years of in-title experience to satisfy the subject requirements. Mr. Stout did possess a total of 10 years and four months of applicable out-of-title work experience as a Senior Garage Attendant. It is noted that incumbents serving in the Storekeeper 2 title were required to possess three years of experience in stockroom work including the obtaining, recording, storing, safeguarding, and issuing varied types of equipment, materials, and supplies, and in maintaining records thereof.²

In its request to the Civil Service Commission, CPM indicates that the appointing authority has verified that a review of unit scope U531-Transportation Service revealed that there are no promotional lists or pending promotional examinations within this unit scope. Based on this information, CPM recommends that a one-time rule relaxation be made to accept Mr. Stout's out-of-title work experience as a Senior Garage Attendant as qualifying experience and allow him to undergo promotional procedures to advance from the non-competitive Senior Garage Attendant title to the unrelated competitive title, Storekeeper 2.

CONCLUSION

N.J.A.C. 4A:1-1.2(c) provides that the Civil Service Commission may relax a rule for good cause, in a particular circumstance, in order to effectuate the purposes of Title 11A of the New Jersey Statutes Annotated.

In the present matter, the appointing authority has verified that there are no promotional lists or pending promotional examinations for Storekeeper 2 within the unit scope U531. Additionally, if Mr. Stout's applicable though out-of-title experience as a Senior Garage Attendant is accepted as qualifying experience, Mr. Stout has in excess of the three years of experience necessary to qualify for a Storekeeper 2 promotional examination. Accordingly, CPM recommends that this request be granted. Under these circumstances, good cause has been presented to permit a one-time rule relaxation to allow Mr. Stout to undergo promotional procedures to advance from the non-competitive Senior Garage Attendant title to the unrelated competitive title, Storekeeper 2.

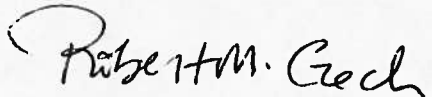
² The Division of Classification and Personnel Management's December 11, 2014 Request for a Rule Relaxation memorandum incorrectly states that Storekeeper 2 also requires the possession of a Bachelor's degree. It does not.

ORDER

Therefore, it is ordered that this request be granted and David Stout be permitted to advance from a non-competitive Senior Garage Attendant title to the unrelated competitive title, Storekeeper 2. Mr. Stout is to provide a copy of this decision with the promotional application that he submits upon promotional examination announcement.

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 4TH DAY OF MARCH, 2015



Robert M. Czech
Chairperson
Civil Service Commission

Inquiries
and
Correspondence

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

c: David Stout
Douglas Ianni
Dan Hill
Kelly Glenn
Joe Hill
Kenneth Connolly
Joseph Gambino

