

B-22



STATE OF NEW JERSEY

In the Matter of Scott Weed,
Network Administrator 1 (PS2951H),
Department of Health

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

CSC Docket No. 2017-751

Examination Appeal

ISSUED: FEB 13 2017 (JET)

Scott Weed appeals the determination of the Division of Agency Services (Agency Services) that he did not meet the experience requirement for the promotional examination for Network Administrator 1 (PS2951H), Department of Health.

The promotional examination was announced with specific requirements which had to be satisfied by the June 21, 2016 closing date (see attached). The examination was cancelled on September 24, 2016 since the two applicants, including the appellant, were found ineligible for the examination.

On his application, the appellant indicated that he possessed a Bachelor's degree. Agency Services credited the appellant for his education. However, his college transcript did not indicate that he possessed 18 semester hour credits in math and/or computer science courses. Further, the appellant listed on his resume that he served as a provisional Network Administrator 1 from May 2015 to the June 21, 2016 closing date, as an Information Technology Specialist from July 2012 to May 2015, as an Information Technology (CWA) worker from June 2012 to July 2012, and as a Technical Support Specialist 2 from August 2010 to June 2012. The appellant also indicated on his resume that he was the Information Technology Director at Weed Chevrolet from January 1988 to March 2009. Agency Services credited him with having met the experience requirement, but determined that he lacked 18 semester hours in math or computer science from an accredited institution. Accordingly, Agency Services determined that the appellant was ineligible for the examination.

On appeal, the appellant presents certificates issued by Bucks County Community College indicating that he completed 82 hours of training in Cisco Networking, Routing, and Switching. The appellant requests the Civil Service Commission (Commission) evaluate the courses to determine if such training is sufficient to satisfy the educational requirements. Moreover, the appellant reiterates that he possesses several years of computer experience.

It is noted that the Cisco Networking, Routing, and Switching certificate courses presented by the appellant are non-credit courses. See <http://www.bucks.edu/academics/department/stem/computer/>.

Official personnel records indicate that the appellant continues to serve provisionally in the subject title.

CONCLUSION

N.J.A.C. 4A:4-2.6(a) provides that applicants shall meet all requirements specified in the promotional 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 required education as his transcript does not reflect that he possesses 18 college credits in math or computer science from an accredited institution. However, it cannot be ignored that the appellant has numerous years of experience in information technology work and participated in numerous hours of training. Therefore, although the appellant's non-credit training does not precisely mirror the educational requirements contained in the announcement, the Commission is satisfied that the totality of the appellant's information technology experience and training warrants his admission to the subject examination. Moreover, the appellant continues to serve provisionally in the subject title and the examination was cancelled due to a lack of qualified applicants. Therefore, under these circumstances, good cause exists to relax the provisions of *N.J.A.C.* 4A:4-2.6(a) and accept the totality of the appellant's experience and education, and admit him to the subject examination.

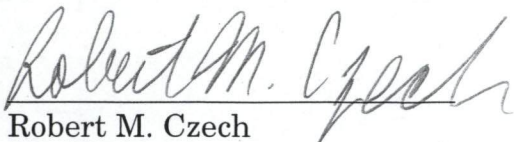
It is noted that this remedy is limited to the particular circumstances of this matter and does not set a precedent for any other matter.

ORDER

Therefore, it is ordered that this appeal be granted, the cancellation of the examination be rescinded, and the appellant'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 8th DAY OF FEBRUARY, 2017



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NEW JERSEY CIVIL SERVICE COMMISSION-STATE SERVICE
PROMOTIONAL ANNOUNCEMENT



Click here to file Online Print
\$25.00 PROCESSING FEE REQUIRED
Make Check/Money Order Payable to NJCSC

SYMBOL: PS2951H

WEIGHT CODE: *

TITLE: NETWORK ADMINISTRATOR I

SALARY: \$64,677.00 - \$92,012.00

ISSUE DATE: June 01, 2016

CLOSING DATE: June 21, 2016

TITLE CODE: 10107/FURXR2

CLASS CODE: 26

DEPARTMENT: HLA/HEALTH

UNIT SCOPE: H200 Management and Administration

Visit www.state.nj.us/csc
And select "Job Announcements"
to view this announcement and to file an application

Open to employees in the non-competitive division who are currently serving in a title to which the announcement is open and have an aggregate of one year of continuous permanent service as of the closing date in the following title(s), and meet the requirements listed below:

Information Technology Specialist

Or to employees in the competitive division who have an aggregate of one year of continuous permanent service as of the closing date in any competitive title and who meet the requirements listed:

Education: Graduation from an accredited college or university with a Bachelor's degree which must include a minimum of eighteen (18) semester hours of credit in mathematics and/or computer science. You must indicate the total number of college credits completed to date on your application. You must provide proof of the specific credit requirement. You must attach a copy of your transcript to your application. (Foreign degrees/transcripts must be evaluated by a recognized evaluation service.) Failure to do so will result in rejection from the examination process.

Note: Applicants who do not possess the Bachelor's degree but possess the 18 semester hour credits may substitute additional experience as indicated below on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

Experience: Three (3) years of experience in the development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN) environments.

Note: For positions involved in the administration of a Storage Area Network, in lieu of the above experience requirement, applicants must have three (3) years of experience installing, configuring, and supporting network hardware and software, at least one (1) year of which shall have been in the planning, implementation, and support of storage area network and related technologies.

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 the essential duties of the position. The responsibility for ensuring that employees possess the required motor vehicle license, commensurate with the class and type of vehicles they operate, rests with the Appointing Authority.

Note: Evidence of formal training in Computer Science/Information Technology received at an accredited institution may be submitted with your application for evaluation by the Civil Service Commission for possible credit. These training courses will be examined to see how they compare, both in hours/content, to college courses to which they equate, sixteen (16) training hours being equal to one (1) college credit. In-house training courses will not be accepted as meeting this criteria; thus, they will not be evaluated.

IMPORTANT INFORMATION

1. NJAC 4A:4-2.6 states that all requirements listed, including assignment to the department and unit scope, must be met as of the closing date.
2. ONLY ON-LINE APPLICATIONS WILL BE ACCEPTED. YOU MUST COMPLETE YOUR APPLICATION IN DETAIL. Your score may be based on a comparison of your credentials with the job requirements. Failure to complete your application properly may lower your score or cause you to fail.
3. This examination is open to full- and part-time permanent employees. If an employment-list results from this announcement, it may be certified to fill full-time and part-time positions. If 35- and 40-hour positions are used within the unit scope, the resulting list may be used to fill either work week position.
4. NJAC 4A:4-1.5 states that any employee who is serving on a provisional basis and who fails to file for and take an examination which has been announced for his/her title SHALL BE SEPARATED FROM THE PROVISIONAL TITLE.
5. In accordance with Public Law 2010 c.26, Veterans pay a reduced application fee of \$15.00 if they have previously established Veterans Preference with the DMAVA (as defined by N.J.S.A. 11A:5-1 et seq.), or your claim is approved by DMAVA at least 8 days prior to the issuance of this eligibility list. PLEASE NOTE THIS REDUCED FEE DOES NOT APPLY TO PUBLIC SAFETY TITLES.
6. SPECIAL NOTE TO ALL APPLICANTS Please make sure you are assigned to the unit scope indicated above. If you do not know your unit scope assignment, please contact your Human Resource Office. If you file an application for this announcement and you are not assigned to the unit scope indicated above, YOU WILL BE FOUND INELIGIBLE FOR THIS EXAM AND YOUR APPLICATION FEE WILL NOT BE REFUNDED.
7. If you are having difficulty submitting your application online, technical support and customer care 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.state.nj.us 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.