

B-36



STATE OF NEW JERSEY

In the Matter of Jewell Hill,
Rehabilitation Counselor, Mental
Health (PS6834K), Department of
Human Services

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

CSC Docket No. 2014-2970

Examination Appeal

ISSUED: OCT 06 2014 (JET)

Jewell Hill appeals the determination of the Division of Selection Services (Selection Services) that she did not meet the educational requirement for the promotional examination for Rehabilitation Counselor, Mental Health (PS6834K), Department of Human Services.

The subject examination was announced with a closing date of January 21, 2014 and required graduation from an accredited college with a Bachelor's degree including and/or supplemented by 24 semester hour credits in Vocational Counseling, Rehabilitation Counseling, Psychology, Sociology, Social Work, Vocational Guidance, Special Education or related areas, and one year of experience in vocational rehabilitational guidance or counseling, other related guidance or counseling, or social or medical casework in a rehabilitation agency, facility or other social program designed to increase the employability or social productivity of clients. Nine applicants applied for the subject examination that resulted in a list of one eligible with an expiration date of May 14, 2017. Certification (PS140899) was issued and has a disposition due date of October 3, 2014.

On her application, the appellant indicated that she possessed a Bachelor's degree. Selection Services credited her for her Bachelor's degree and with nine specific college credits. Further, the appellant indicated that she served as a provisional Rehabilitation Counselor, Mental Health, from December 2012 to the closing date and as a Social Worker 2 from May 2007 to December 2012. Selection Services credited her with six years and nine months of applicable experience for

that work. Accordingly, Selection Services found that the appellant was not eligible for the examination since her Bachelor's degree was not supplemented with 24 specific credits as noted in the requirements.

On appeal, the appellant resubmits her college transcript to show that she possesses the 24 specific college credits to satisfy the subject requirements. In this regard, her transcript reflects that she completed courses in Victimology, Perspectives on the Individual, Cross Cultural Perspectives, and Global Issues. In addition, the appellant provides course descriptions in order to clarify that these courses should be accepted to satisfy the requirements. In support, Mary Beth Candelori-Longo, Director of Human Resources, provides a letter indicating that the appointing authority is in support of the appellant's request to be admitted to the examination.

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 announcement by the closing date. *N.J.A.C. 4A:4-2.1(g)*, in pertinent part, states that the Civil Service Commission (Commission) can accept clarifying information in eligibility appeals.

Initially, it is noted that Selection Services appropriately credited the appellant with six years and nine months of applicable experience for her work as a provisional Rehabilitation Counselor, Mental Health and as a Social Worker 2. Selection Services also determined that the appellant did not possess the required education for the Rehabilitation Counselor, Mental Health (PS6834K) examination. In this regard, Selection Services found that all of the courses listed on the appellant's college transcript were not in the required areas of Vocational Counseling, Rehabilitation Counseling, Psychology, Sociology, Social Work, Vocational Guidance, Special Education or related areas.

On appeal, the appellant argues that her college transcript reflects that she possesses the 24 specific college credits. Further, the appellant argues that the courses in Victimology, Perspectives on the Individual, Cross Cultural Perspectives, and Global Issues are sufficient to satisfy the subject requirements. The appointing authority indicates that it is in support of the appellant's request to be admitted to the examination. Even if the college transcript does not precisely mirror the educational requirements, given that Selection Services credited the appellant with six years and nine months of applicable experience, as well as the fact that she has been serving provisionally in the subject title since December 2012, the Civil Service Commission is satisfied that the totality of her background satisfies the

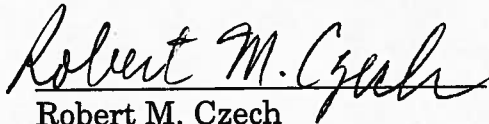
eligibility requirements for the subject title. Further, the situation is not competitive since there is only one other applicant who is eligible for the examination. Under these circumstances, good cause exists to relax the provisions of *N.J.A.C.* 4A:4-2.6 and accept the totality of the appellant's background, including her provisional experience after the closing date, for eligibility purposes only, and admit her to the examination.

ORDER

Therefore, it is ordered that this appeal be granted 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 1st DAY OF OCTOBER, 2014



Robert M. Czech
Chairperson
Civil Service Commission

Inquiries
and
Correspondence

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

c: Jewell Hill
Mary Beth Candelori-Longo
Christina Mongon
Dan Hill
Joseph Gambino

1914-1915
The first year of the war
was a year of great
struggle and sacrifice
for the people of
this country.

The war was a year
of great struggle and
sacrifice for the people
of this country.

The war was a year
of great struggle and
sacrifice for the people
of this country.

The war was a year
of great struggle and
sacrifice for the people
of this country.

The war was a year
of great struggle and
sacrifice for the people
of this country.

The war was a year
of great struggle and
sacrifice for the people
of this country.

The war was a year
of great struggle and
sacrifice for the people
of this country.