

B-51



STATE OF NEW JERSEY

**FINAL ADMINISTRATIVE
ACTION OF THE
CIVIL SERVICE COMMISSION**

In the Matter of Veena Singh,
Analyst 1, Research and Evaluation,
Health and Senior Services
(PS7159L), Department of Banking
and Insurance

Request for Administrative Relief

CSC Docket No. 2015-384

ISSUED: OCT 23 2014

(RE)

The Division of Classification and Personnel Management (CPM), on behalf of the Department of Banking and Insurance, requests that the educational requirements for the promotional examination for Analyst 1, Research and Evaluation, Health and Senior Services (PS7159L), Department of Banking and Insurance, be relaxed in order to effect Veena Singh's eligibility to the examination.

By way of background, this examination announcement was issued with a closing date of February 21, 2014 and was open to employees in the competitive division who had an aggregate of one year of continuous permanent service as of the closing date and who were serving in the title Analyst 2, Research and Evaluation, Health and Senior Services, OR to employees in the non-competitive division who had an aggregate of one year of continuous permanent service as of the closing date in the title Research Scientist 2, OR to employees in the competitive division who had an aggregate of one year of continuous permanent service as of the closing date in any competitive title and who met the announced requirements. These requirements included possession of a Bachelor's degree from an accredited college, supplemented by a Master's degree in Epidemiology, Systems Analysis, Operations Research, Mathematics, Statistics, Economics, Public Health, Public or Business Administration, Social Work, Demography or Psychology, AND four years of experience involving the application of logic, mathematics, statistics, and/or economic principles in evaluating an epidemiologic, public health, medical, operations research, business or public administration, social work, statistical or economic field, one year of which must have been in a supervisory capacity. Ms.

Singh was found to be below the minimum requirements in education. As Ms. Singh was the sole applicant, the examination was cancelled on August 23, 2014.

In its petition to the Civil Service Commission, CPM indicates that in September 2012 it issued a classification determination placing Ms. Singh in a provisional appointment pending promotional examination procedures in the title Analyst 1, Research and Evaluation, Health and Senior Services. Ms. Singh appealed the determination and the Commission affirmed CPM's determination in *In the Matter of Veena Singh, Department of Banking and Insurance* (CSC, decided February 6, 2013). Subsequently, a promotional announcement was issued and Ms. Singh applied, but was found to not meet the educational requirements. The appellant's application indicates that she possesses a Bachelor's degree in Public Administration with honors (from India), a Bachelor's degree in Education, English, History and Educational Psychology (from India), a Master's degree in City and Regional Planning, and a Master's degree in International Politics (from India). The appointing authority states that Ms. Singh performs well in her provisional position, and requested that the educational requirement be waived for Ms. Singh to qualify her for a promotional examination for Analyst 1, Research and Evaluation, Health and Senior Services.

N.J.A.C. 4A:4-2.6(a) provides that applicants shall meet all requirements specified in the promotional examination announcement by the closing date. *N.J.A.C. 4A:1-1.2(c)* provides that a rule may be relaxed for good cause in a particular circumstance in order to effectuate the purposes of Title 11A, New Jersey Statutes.

CONCLUSION

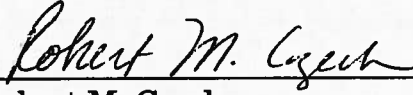
In the present matter, the appointing authority has verified that Ms. Singh has been performing duties consistent with the Analyst 1, Research and Evaluation, Health and Senior Services title for over 2½ years with success. She filed an application for the examination, and CPM recommends approval of this request. Under these circumstances, good cause is presented to relax the provisions of *N.J.A.C. 4A:4-2.6(a)*, specifically, the educational requirement, in order to qualify Ms. Singh for the promotional examination for Analyst 1, Research and Evaluation, Health and Senior Services (PS7159L), Department of Banking and Insurance.

ORDER

Therefore, it is ordered that this request be granted, the examination cancellation be rescinded, and Ms. Singh be admitted to the examination.

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 22nd DAY OF OCTOBER, 2014**



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Chairperson
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and
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