



STATE OF NEW JERSEY

In the Matter of Helene Osher, Senior Audit Account Clerk, Department of Labor and Workforce Development

CSC Docket No. 2015-828

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

Administrative Appeal

ISSUED:

NOV 2 0 2014 (BS)

The Division of Classification and Personnel Management (CPM), on behalf of the Department of Labor and Workforce Development, requests that Helene Osher be promoted from her current non-competitive title, Clerk, to the competitive title, Senior Audit Account Clerk, an un-related, above entry-level title.

By way of background, Ms. Osher is currently serving permanently in the non-competitive title, Clerk. The appointing authority submitted a request to CPM to promote Ms. Osher to the competitive title, Senior Audit Account Clerk. The Division of Selection Services (DSS) conducted a pre-appointment evaluation and concluded that Ms. Osher satisfies the open-competitive requirements for Senior Audit Account Clerk. It is noted that incumbents serving in the Senior Audit Account Clerk title are required to possess one year of experience in the preparation, review and verification of financial records for correctness, completeness, and legality.

In its request to the Civil Service Commission, CPM indicates that the appointing authority has verified that there are no promotional, open-competitive, regular re-employment or special re-employment lists for the Department of Labor and Workforce development for the Senior Audit Account Clerk title and there are no employees serving in the Audit Account Clerk title in Ms. Osher's unit scope.

Based on this information, CPM recommends that a one-time rule relaxation be permitted to allow Ms. Osher to undergo promotional procedures to advance from the non-competitive Clerk title to the unrelated, above entry-level competitive title, Senior Audit Account Clerk.

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, open-competitive, regular re-employment or special re-employment lists for the Department of Labor and Workforce development for the Senior Audit Account Clerk title and there are no employees serving in the Audit Account Clerk title in Ms. Osher's unit scope. Moreover, CPM recommends that this request be granted. Under these circumstances, good cause has been presented to permit a one-time rule relaxation to allow Ms. Osher to undergo promotional procedures to advance from the non-competitive Clerk title to the unrelated, above entry-level competitive title, Senior Audit Account Clerk.

ORDER

Therefore, it is ordered that this request be granted and Helene Osher be permitted a one-time opportunity to apply for advancement from a non-competitive Clerk to the unrelated, above entry-level competitive title, Senior Audit Account Clerk. Ms. Osher is to provide a copy of this decision with the promotional application that she 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 19TH DAY OF NOVEMBER, 2014

Robert M. Czech

Chairperson

Civil Service Commission

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