

B-27



STATE OF NEW JERSEY

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

In the Matter of Reallocation of
Security Guard and Security Guard
(Bilingual in Spanish and English)
from the Competitive to the Non-
Competitive Division of the Career
Service

Request for Title Reallocation

CSC Docket No. 2015-1402

ISSUED: DEC - 5 2014 (CSM)

The Division of Classification and Personnel Management (CPM) recommends reallocation of the Security Guard and Security Guard (Bilingual in Spanish and English) titles to the non-competitive division of the career service in accordance with *N.J.A.C. 4A:3-1.2*.

The rationale for reallocating this title is to provide local governments with the flexibility needed to more efficiently and quickly meet their hiring responsibilities. CPM explains that these titles have no education, experience or license requirement which makes competitive testing impracticable. Therefore, CPM recommends that the subject titles be reallocated to the non-competitive division since testing for these titles is not practicable due to the nature of the knowledge, skills and abilities associated with the job.

CPM advises that the title all local appointing authorities have been notified of the proposed change and all issues have been addressed. Finally, CPM states that the changes specified in this title reallocation will become effective beginning on the first pay period following Civil Service Commission (Commission) approval of these actions.

N.J.A.C. 4A:3-1.2 provides, in part, that the Commission may reallocate titles from the competitive to the non-competitive division when competitive testing is not practicable due to the nature of the knowledge, skills, and abilities associated with the job or when certification procedures based on ranked eligible lists have not or are not likely to meet the needs of appointing authorities due to such factors as salary, geographic location, recruitment problems and working conditions.

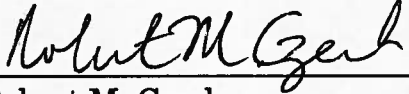
Based on all of the foregoing, ample reasons exist for the reallocation of the subject titles to the non-competitive division of the career service. The subject titles have no education, experience or licensure requirement. Previously, the Commission has reallocated titles to the non-competitive division that have no education or experience requirements, finding that competitive testing is not practicable for these titles or they pose significant recruitment issues due to high turnover rates. *See In the Matter of Reallocation of State, Local and Common Titles from the Competitive to the Non-Competitive Division of the Career Service, Phase 3 (CSC, decided February 6, 2013).* Therefore, due to the nature of the knowledge, skills and abilities associated with these titles, competitive testing is not practicable.

ORDER

Based on all of the above, it is ordered that the Security Guard and the Security Guard (Bilingual in Spanish and English) titles be reallocated to the non-competitive division. It is further ordered that such action be effective December 13, 2014.

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 3RD DAY OF DECEMBER, 2014



Robert M. Czech
Chairperson
Civil Service Commission

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and
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Attachment

c: Kenneth Connolly
All Local Appointing Authorities

MEMORANDUM

DATE: November 14, 2014

TO: Civil Service Commission

FROM: Kenneth Connolly, Director 
Classification and Personnel Management

SUBJECT: Change in the Classification Plan

STATE & LOCAL GOVERNMENT

The Division of Classification and Personnel Management requests a change in the assignment of the class of service for the local titles Security Guard (06124) and Security Guard Bilingual in Spanish & English (06273) from the Competitive division of the Career Service to the Non-Competitive division of the Career Service.

N.J.A.C. 4A:3-1.2(c)1 permits for the reallocation of a job title from the competitive to the non-competitive class of service when competitive testing is not practicable due to the nature of the knowledge, skills or abilities associated with the job. Both titles have no education, experience or license requirements, making competitive testing impracticable.

The changes will become effective at the beginning of the first pay period following Commission approval of these actions.

CHANGE IN CLASS OF SERVICE

FROM:

Security Guard
06124 Competitive Local

TO:

Security Guard
06273 Non-Competitive Local

KC/JT/BP