

OSC  
B-106



STATE OF NEW JERSEY

FINAL ADMINISTRATIVE ACTION  
OF THE  
CIVIL SERVICE COMMISSION

In the Matter of Andrew J. Calvo,  
Senior Systems Analyst (PC1660R),  
Monmouth County

Examination Appeal

CSC Docket No. 2014-1012

ISSUED: FEB 05 2015 (BS)

Andrew J. Calvo appeals the determination of the Division of Selection Services (DSS) which found that he did not meet the requirements for the promotional examination for Senior Systems Analyst (PC1660R), Monmouth County.

The promotional examination at issue was announced with experience requirements which had to be met as of the announced closing date of July 21, 2013. Specifically, all applicants had to possess a Bachelor's degree from an accredited college or university plus three years of experience in the design, installation, and operation of programs for electronic data processing equipment and/or in the design and implementation of systems for electronic data processing application. Applicants who did not possess the required education could substitute additional experience as indicated on a year-for-year basis with 30 semester hour credits being equal to one year of experience. Records indicate that the promotional examination was cancelled on October 18, 2013 due to a lack of qualified applicants.

The appellant filed an application on which he indicated that he possessed a Bachelor's degree plus experience as a provisional Senior Systems Analyst (7/10 to the closing date), part-time Volunteer Fire Fighter (5/06 to closing date; five hours per week), Sales Associate (8/09 to 6/10), and General Manager/Sales (9/05 to 7/09). The former Division of Selection Services concluded that the appellant satisfied the educational requirement but found the focus of his experience as a provisional Senior Systems Analyst to be technical support rather than systems analysis work as required. None of his remaining positions involved responsibilities in the

required areas. As a result, DSS found the appellant ineligible for the subject promotional examination.

On appeal, the appellant asserts that he satisfies the subject requirements. The appellant argues that, as a provisional Senior Systems Analyst, he solved operational deficiencies, improved functionality through the installation of software and upgrades, conducts needs assessments and works with the development team, among related duties.

### CONCLUSION

*N.J.A.C. 4A:4-2.6(a)* provides that applicants shall meet all requirements specified in the examination announcement by the closing date. *N.J.A.C. 4A:4-6.3(b)* provides that, except for medical or psychological disqualification appeals, the appellant shall have the burden of proof.

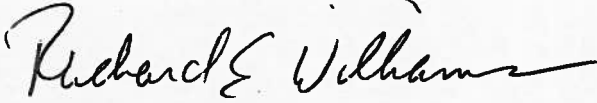
As of the closing date, the appellant satisfied the educational requirement. However, the appellant failed to adequately explain his duties as a provisional Senior Systems Analyst on his original application which led to his initial ineligibility. The Commission notes that, on appeal, the appellant clarified his duties as a provisional Senior Systems Analyst and those duties are consistent with the design and implementation of systems for electronic data processing application as required. The appellant possessed the required three years of applicable experience as a provisional Senior Systems Analyst as of the subject closing date. Additionally, the appellant is the provisional appointee, he continues to serve provisionally in the subject title and the subject promotional examination was cancelled due to a lack of qualified applicants. Accordingly, the Commission accepts the appellant's clarification of his duties as a provisional Senior Systems Analyst which will allow him the opportunity to be tested and compete for a permanent appointment to the subject title.

### ORDER

Therefore, it is ordered that this appeal be granted, the examination cancellation be rescinded, and the appellant's application be processed as soon as possible.

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 4TH DAY OF FEBRUARY, 2015



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