

B-45



STATE OF NEW JERSEY

In the Matter of Prakasam
Nallasamy, Juvenile Justice
Commission

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

CSC Docket No. 2015-461

Classification Appeal

ISSUED: APR 07 2015 (JET)

Prakasam Nallasamy appeals the attached decision of the former Division of Classification and Personnel Management (CPM)¹ that the proper classification of his position with the Juvenile Justice Commission is Software Development Specialist 2. The appellant seeks a Software Development Specialist 3 classification.

The record in the present matter establishes that the appellant is currently serving as a Software Development Specialist 2. The Software Development Specialist 2 title is assigned a class code of 26 and is classified as a "P," or professional level title. The appellant's position is located in the Office of Information Technology, Juvenile Justice Commission. CPM noted that the appellant performs lead duties. However, he does not have any supervisory duties as he does not complete employee evaluations. The appellant sought a reclassification contending that his position would be more appropriately classified as a Software Development Specialist 3, which is assigned class code 29 and is classified as an "R" title. In support of his request, the appellant submitted a Position Classification Questionnaire (PCQ) detailing the different duties he performs as a Software Development Specialist 2. CPM reviewed all documentation supplied by the appellant including the PCQ. Based on its review of the information provided, including the unit organization chart, CPM concluded that the appellant's position would be properly classified as a Software Development Specialist 2.

¹ Now the Division of Agency Services.

On appeal, the appellant maintains that Software Development Specialist 3 is the appropriate classification of his position. Specifically, the appellant asserts that he currently supervises two employees and he approves their leave requests and "the content" of their employee evaluations. The appellant adds that a different supervisor is responsible for signing their employee evaluations. He has also been informed that he will be supervising two new employees in the near future. In addition, the appellant's duties include coordination of technical and functional groups, reporting findings to directors, serving as liaison for vendors, and employees in his unit frequently rely upon his knowledge and expertise. Moreover, the appellant explains that he possesses 14 years of State service, and he has an understanding of business processes, software development, and software engineering principles.

In response, CPM maintains that the classification determination is correct and the appropriate classification for the appellant's position is Software Development Specialist 2. Moreover, CPM asserts that the appellant's position cannot be classified as a Software Development Specialist 3 since his responsibilities do not include supervisory duties and completing employee evaluations.

CONCLUSION

The definition section of the job specification for Software Development Specialist 3 states:

Under general supervision, performs analysis, consulting, design, programming, maintenance, and support work on software for State and Local government IT services; coordinates and supervises work activities of lower level Software Development Specialists; does other related duties.

The definition section of the job specification for Software Development Specialist 2 states:

Under limited supervision, performs analysis, consulting, design, programming, maintenance, and/or support work on software for State government Information Technology services; participates in the resolution of complex problems through consultation with higher-level technical staff; may coordinate projects and serve as a technical mentor/coach to lower level staff; does other related duties.

A review of the record clearly shows that CPM appropriately found that the proper classification of the appellant's position is Software Development Specialist 2. On appeal, the appellant argues that he supervises work projects and his duties include coordination of technical and functional groups, reporting findings to directors, and serving as liaison for vendors. Clearly, the definition section of the job specification for Software Development Specialist 3 requires an incumbent to supervise work activities of lower level Software Development Specialists. In this regard, supervisory responsibilities are defined in the appropriate job specifications as supervising work operations and/or functional programs and having responsibility for employee evaluation and for effectively recommending the hiring, firing, promoting, demoting, and/or disciplining of employees. A title whose job specification does not contain this clause or a reasonable variation thereof in the "Examples of Work" section is not considered a supervisory title. *See In the Matter of Sadie Hamer, et al.* (MSB, decided February 22, 2006). The appellant indicated on his PCQ and in his appeal submissions that he does not have the authority to conduct formal performance evaluation reviews for subordinate staff. In this case, the job specification for Software Development Specialist 3 clearly indicates that incumbents are responsible for managing the working operations and/or functional programs and have responsibility for employee evaluations. Moreover, the appellant's supervisor confirms in the PCQ that the appellant's most important duties are "to lead other junior developers by providing technical support and business logic." Since the appellant does not conduct formal performance evaluations for subordinate staff, his position cannot be classified as Software Development Specialist 3.

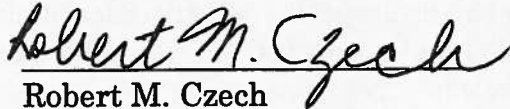
With respect to the appellant's assertion that he is performing duties of a Software Development Specialist 3, a classification appeal cannot be based solely on a comparison to the duties of another position, especially if that position is misclassified. *See In the Matter of Carol Maita, Department of Labor* (Commissioner of Personnel, decided March 16, 1995). Additionally, the fact that some of an employee's assigned duties may compare favorably with some examples of work found in a given job specification is not determinative for classification purposes, since, by nature, examples of work are utilized for illustrative purposes only. Further, it is not uncommon for an employee to perform some duties which are above or below the level of work which is ordinarily performed. For purposes of determining the appropriate level within a given class, and for overall job specification purposes, the definition portion of the job specification is appropriately utilized. Accordingly, there is no basis to disturb the determination of CPM that the appellant's position was properly classified as a Software Development Specialist 2.

ORDER

Therefore, it is ordered that this appeal be denied.

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 APRIL, 2015



Robert M. Czech
Chairperson
Civil Service Commission

Inquiries
and
Correspondence

Henry Maurer
Director
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Attachment

c: Nallasamy Prakasam
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Kenneth Connolly
Joseph Gambino



Chris Christie
Governor
Kim Guadagno
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STATE OF NEW JERSEY
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Robert M. Czech
Chair/Chief Executive Officer

July 18, 2014

Mr. Prakasam Nallasamy
Juvenile Justice Commission
Office of Information Technology
1001 Spruce Street
Trenton, New Jersey 08625

**RE: Classification Appeal - Software Development Specialist 2 (P25),
Position #058898, CPM Log #03140228, EID #000510831**

Dear Mr. Nallasamy:

This is to inform you and the Juvenile Justice Commission of our determination concerning your classification appeal. This determination is based on a thorough review and analysis of all information and documentation submitted.

Issue:

You are serving in the title Software Development Specialist 2 and contend you are performing duties and responsibilities commensurate with the title Software Development Specialist 3.

Organization and Structure:

Your position is assigned to the Office of Information Technology, Juvenile Justice Commission. You report directly to Jayaprakesh Raghupathi, Government Representative 2 (X98). You take the lead over one position of Software Development Specialist 1.

Findings of Fact:

You perform the following assigned duties and responsibilities:

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- Overseeing the work activities of a Software Development Specialist 1 in the support, maintenance, and enhancement of existing software applications and systems.
- Directing and guiding project analysis, design, development, and testing for the migration of the Legacy and client server applications to web-based applications.
- Prioritizing modules to be upgraded to web applications and assigning to other developers for completion within established timeframes.
- Supervising the development of specifications, coding, testing, and implementation of new software.
- Performing feasibility and other studies to determine the appropriate technology to be used for new software development.
- Researching and developing project plans for new database and testing for integrity with other user systems in the Juvenile Justice Commission.

Review and Analysis:

The definition section of the job specification for the current title, Software Development Specialist 2, states:

“Under limited supervision, performs analysis, consulting, design, programming, maintenance, and/or support work on software for State or Local government Information Technology services; participates in the resolution of complex problems through consultation with higher-level technical staff; may coordinate projects and serve as a technical mentor/coach to lower level staff; does other related duties.”

The incumbent in this position would code, test, and implement new software and enhancements to existing software. He or she would also develop software coding and testing specifications for programming staff, and analyze, develop, and document requirements for new software and modifications to existing software. In addition, he or she would guide the development of test plans and data, review and monitor testing procedures and ensure correct results, and participate in user training.

The definition section of the job specification for the requested title, Software Development Specialist 3, states:

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"Under general supervision, performs analysis, consulting, design, programming, maintenance, and support work on software for state and local government IT services; coordinates and supervises work activities of lower level Software Development Specialists; does other related duties."

An incumbent in this position would supervise staff and coordinate assignments and develop and monitor project plans and schedules. He or she would also direct and guide project analysis; and design, develop, and test new and existing software. In addition, he or she would plan and facilitate application interfaces, integration, and conversion; develop feasibility and other studies for the development of new databases and modifications to existing ones; and direct and guide the assessment and monitoring of software performance and implement improvements as required.

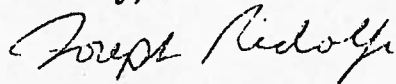
Although you are responsible for the assignment and review of IT software activities, you do not supervise (conduct Performance Evaluations) the work activities of lower level Software Development Specialists.

Determination:

Based on the findings of cited above, it is my determination that the assigned duties and responsibilities of your position are properly classified and a Software Development Specialist 2.

Please be advised that in accordance with *N.J.A.C. 4A:3-3.9*, you may appeal this decision within twenty (20) days of receipt of this letter. This appeal should be addressed to Written Record Appeals Unit, Division of Appeals and Regulatory Affairs, P.O. Box 312, Trenton, New Jersey 08625-0312. Please note that the submission of an appeal must include a copy of the determination being appealed as well as written documentation and/or argument substantiating the portions of the determination being disputed and the basis for the appeal.

Sincerely,



Joseph Ridolfi, Team Leader

Classification and Personnel Management

JR/at

c: Ms. Ruth Burkley, Human Resources, Office of Attorney General
Ms. Kelly Hutchinson, Human Resources, Juvenile Justice Commission

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes the need for transparency and accountability in financial reporting.

2. The second part of the document outlines the various methods and techniques used to collect and analyze data. It includes a detailed description of the experimental procedures and the statistical tools employed.

3. The third part of the document presents the results of the study, including a comparison of the different methods and a discussion of the implications of the findings. It also includes a section on the limitations of the study and suggestions for future research.

4. The fourth part of the document provides a summary of the key findings and conclusions. It highlights the main points of the study and offers a final perspective on the overall results.

5. The fifth part of the document contains a list of references and a list of figures. The references include a comprehensive list of the sources used in the study, and the figures provide a visual representation of the data and results.