



STATE OF NEW JERSEY

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

In the Matter of Reactivation and
Reallocation of Power Plant Helper
from the Competitive to the Non-
Competitive Division of the Career
Service

Request for Title Reactivation and
Reallocation

CSC Docket No. 2019-1078

ISSUED: OCTOBER 31, 2018 (ABR)

The Division of Agency Services (Agency Services) recommends reactivation and reallocation of the Power Plant Helper title to the non-competitive division of the career service in accordance with *N.J.A.C. 4A:3-1.2*.

By way of background, the instant request originated with the Vineland Municipal Electric Utility (VMEU), which is seeking to restructure its organization and more appropriately classify its employees. The technical work performed within the VMEU is highly specialized, requiring unique job titles. The subject title is an entry-level position in which incumbents are primarily responsible for assisting technical staff in the operation and maintenance of auxiliary power plant equipment, including performing various types of unskilled maintenance and repair tasks. Because the VMEU is the only municipally-owned electric generating utility in the State, the subject title will be used exclusively by the City of Vineland.

Agency Services explains that competitive testing is not practicable for the subject title because the position does not have any education or experience requirements. As such, there is no skill set to be tested. Moreover, Agency Services notes that all comparable helper title classifications, including the titles of Electrician's Helper and Painter's Helper currently reside in the non-competitive division. Therefore, Agency Services recommends reactivating the Power Plant Helper title and reallocating it to the non-competitive division.

CONCLUSION

N.J.A.C. 4A:3-1.2 provides, in part, that the Civil Service 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 upon the foregoing, ample reasons exist for the reallocation of the proposed title to the non-competitive division of the career service. This is an entry-level title that does not have any education or experience requirements. Consequently, there is no skill set to be tested. Incumbents will gain the required skill set during on-the-job training. Therefore, competitive testing is impracticable for this title.

ORDER

Therefore, it is ordered that the Power Plant Helper title be reactivated and reallocated to the non-competitive division. It is further ordered that such actions be effective November 5, 2018.

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 31ST DAY OF OCTOBER, 2018

Deirdre L. Webster Cobb

Deirdré L. Webster Cobb
Chairperson
Civil Service Commission

Inquiries
and
Correspondence

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Director
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Attachment

c: Kelly Glenn



MEMORANDUM

DATE: October 9, 2018
TO: Civil Service Commission
FROM: Kelly A. Glenn, Director *KA*
Division of Agency Services
SUBJECT: Change in the Local Classification Plan

TITLE REACTIVATION & NONCOMPETITIVE REALLOCATION

The City of Vineland requests the reactivation of the title Power Plant Helper (02749) for use in its electric generating plant.

Vineland's Municipal Electric Utility is the only municipally-owned electric generating utility in the State of New Jersey. The technical work performed within it is highly specialized, requiring unique job titles.

Upon reactivation, this title has been identified as appropriate for reallocation to the noncompetitive division of the career service based on the criteria defined in *N.J.A.C. 4A:3-1.2(c) 1*, which states:

(c) A job title may be placed in the noncompetitive division on an ongoing or interim basis when it is determined by the Civil Service Commission that it is appropriate to make permanent appointments to the title and one or more of the following criteria are met.

1. Competitive testing is not practicable due to the nature of the knowledge, skills, and abilities associated with the job,

The subject title will be utilized exclusively by Vineland and the primary function involves assisting technical staff in the operation and maintenance of auxiliary power plant equipment. This is an entry-level title in which incumbents perform varied, unskilled maintenance and repair tasks. There are no education or experience requirements; hence, there is no skillset to be tested. Thus, it is our opinion that competitive testing is not practicable. Furthermore, all comparable helper title classifications (e.g. Electricians Helper (01710), Painters Helper (02591), etc.) currently reside in the noncompetitive division.

A title specification has been updated to accommodate this request.

TITLE REACTIVATION:

Effective: Changes will be effective the first Monday following the Commission's approval.

Power Plant Helper
02749 Career (C) Local

TITLE REALLOCATION:

Effective: Changes will be effective the first Monday following the Commission's approval.

From:
Power Plant Helper
02749 Career (C) Local

To:
Power Plant Helper
02749 Career (NC) Local

KG/SF/GB