

CSC
B-13



STATE OF NEW JERSEY

In the Matter of Richard Saloom, Golf
Superintendent (M0182M), Berkeley
Township

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

CSC Docket No. 2014-3044

Administrative Appeal

ISSUED: **JUL 18 2014** (EG)

Berkeley Township (Township) requests that Richard Saloom receive a retroactive date of appointment as a Golf Superintendent.

The Borough states that it intended to permanently appoint Saloom to the title of Golf Superintendent on October 24, 2011. However, due to an oversight on its part, a certification of the Golf Superintendent (M0182M), Berkeley Township eligible list, which promulgated on June 10, 2010 and expired on June 9, 2013, was not requested to complete the process and provide Saloom with a regular appointment. In this regard, Saloom was the only eligible on the list. In support of its contentions, the Township submits a copy of an internal Personnel Action Form dated November 27, 2011 indicating Saloom's appointment to Golf Superintendent effective October 24, 2011. This form also indicates that Saloom had been performing as a provisional Golf Superintendent before his "permanent" appointment on October 24, 2011. It is noted that the Director of the Division of Classification and Personnel Management supports the Township's request.

CONCLUSION

N.J.A.C. 4A:4-1.10(c) states that an individual may receive a retroactive date of appointment to correct an administrative error, for an administrative delay or for other good cause.

In the instant matter, Saloom should receive a retroactive date of appointment. The Township's oversight resulted in it failing to request a

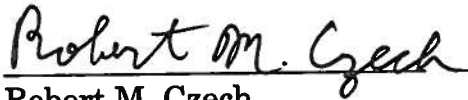
certification to record Saloom's appointment date of October 24, 2011. A review of the Golf Superintendent (M0182M) eligible list reveals that Saloom's name would have been reachable for appointment on October 24, 2011, had a certification been issued. *See N.J.A.C. 4A:4-4.8(b)3.* Accordingly, under these circumstances, Saloom should receive a retroactive date of appointment of October 24, 2011, for salary step placement and seniority-based purposes. In light of Saloom's service as a Golf Superintendent since October 24, 2011, a current working test period is not required.

ORDER

Therefore, it is ordered that the Golf Superintendent (M0182M), Berkeley Township eligible list be revived and that personnel records be amended to indicate Richard Saloom's permanent appointment to Golf Superintendent with an effective date of October 24, 2011, for salary step placement and seniority-based purposes only.

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 16TH DAY OF JULY, 2014



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