

B-91



STATE OF NEW JERSEY

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

In the Matter of Reallocation of
Engineering Aide from the
Competitive to the Non-Competitive
Division of the Career Service

CSC Docket No. 2016-1950

Request for Title Reallocation

ISSUED: DEC 17 2015 (CSM)

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

The rationale for reallocating the subject title is to provide local appointing authorities with the flexibility needed to more efficiently and quickly meet their hiring responsibilities. Agency Services explains that competitive testing is not practicable due to the nature of the knowledge, skills and abilities associated with this position. In this regard, the title does not have experience requirements and only requires possession of a high school diploma. Therefore, since this is the entry level title with no experience requirements, Agency Services recommends that the subject trainee title be reallocated to the non-competitive division.

According to agency records, since 2000, the subject title was examined utilizing a qualifying unassembled examination (QUE) for 37 different announcements. When a QUE is utilized, all applicants who are admitted to the examination receive the same base score of 76.543. Conversely, since 2000, the title has only been tested utilizing an assembled, written multiple-choice examination on one occasion.

Agency Services advises that it has provided notice and the opportunity to review the proposal to local appointing authorities for the subject title and no comments or objections were received.

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

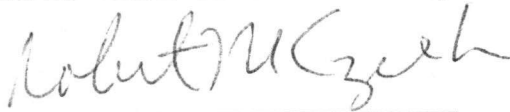
Based on all of the foregoing, ample reasons exist for the reallocation of the proposed title to the non-competitive division of the career service. There are no specific experience requirements for the title at issue and applicants have generally not been subjected to competitive examination procedures since 2000 since the majority of examinations have been processed as QUEs where all the eligibles receive the same score. Thus, competitive testing procedures have not been practicable due to the knowledge, skills and abilities associated with the position. Additionally, appointees are required to complete a three month working test period prior to attaining permanent status.

ORDER

Therefore, it is ordered that the Engineering Aide title be reallocated to the non-competitive division. It is also ordered that this action be effective December 26, 2015.

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 DECEMBER, 2015



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