

STATE OF NEW JERSEY

FINAL ADMINISTRATIVE ACTION OF THE CIVIL SERVICE COMMISSION

In the Matter of Biologist, Mosquito Extermination (C0345S), Middlesex County

CSC Docket No. 2015-2677

Appointment Waiver

ISSUED: JUN - 8 2015

(LDH)

Middlesex County requests permission not to make an appointment from the November 12, 2014 certification for Biologist, Mosquito Extermination (C0345S).

The record reveals that the appointing authority provisionally appointed Matthew Bickerton, pending open-competitive examination procedures to the title of Biologist, Mosquito Extermination, effective March 10, 2015. As a result of the provisional appointment, an examination was announced with a closing date of June 5, 2014. The resulting eligible list of 10 names, including Bickerton's name, promulgated on November 6, 2014 and expires on November 5, 2017. appointing authority took no action to obviate the need for the examination at the time of the announcement or prior to the administration of the examination. On November 12, 2014, the names of 10 eligibles, including Bickerton, who was tied as the fifth ranked eligible, were certified from the subject eligible list. The appointing authority returned the certification and requested an appointment waiver as it felt that an Entomologist was better suited to carry out the science based integrated mosquito management for nuisance and vector control. Further, it stated that an Entomologist's research background and ability to design experiments to evaluate the effectiveness of current pesticides formulations and treatments are beyond the duties and responsibilities of a Biologist. Finally, it maintained that as a result of the new scope of duties and budgetary constraints, it appointed Bickerton to the non-competitive title of Biologist Trainee, effective January 26, 2015.

The appointing authority's request for an appointment waiver was acknowledged, and it was advised that if its request were granted, it could be assessed for the costs of the selection process in the amount of \$2,048. No further arguments were received.

Agency records reveal that Bickerton was appointed to the non-competitive title of Biologist Trainee, effective January 26, 2015. Personnel records further reveal that no employees are serving in the subject title with the appointing authority.

A review of the job specification for Biologist, Mosquito Extermination reveals that an individual in that title performs laboratory field work requiring application of biological and closely related principles and techniques. A review of the job specification for Biologist Trainee reveals that an individual in that title works in a specialized field requiring the application of biological principles.

CONCLUSION

In accordance with N.J.S.A. 11A:4-5, once the examination process has been initiated due to the appointment of a provisional employee or due to an appointing authority's request for a list to fill a vacancy, the appointing authority must make an appointment from the resulting eligible list if there are three or more interested and eligible candidates. The only exception to this mandate may be made for a valid reason such as fiscal constraints.

In the instant matter, the subject examination was generated as a result of the provisional appointment of Bickerton. After a complete certification was issued, the appointing authority indicated that Bickerton was appointed to the non-competitive title of Biologist Trainee. A review of the job specification reveals that the non-competitive title of Biologist Trainee performs significantly different duties than an individual in the title of Biologist, Mosquito Extermination. Accordingly, based on the foregoing, there is sufficient justification for an appointment waiver.

Although the appointment waiver is granted, both N.J.S.A. 11A:4-5 and N.J.A.C. 4A:10-2.2(a)2 state that if an appointing authority receives permission not to make an appointment, it can be ordered to reimburse the costs of the selection process. While administering examinations and providing the names of eligible job candidates to the jurisdictions under the Civil Service system are two of the primary activities of this agency, these costly efforts are thwarted when appointing authorities fail to utilize the resulting eligible lists to make appointments and candidates have needlessly expended their time, effort and money to take these examinations in hopes of being considered for a permanent appointment. In the instant situation, the appointing authority requested that it not be charged for the examination process because of budgetary constraints. Although the Commission is

sympathetic to the fiscal constraints faced by the appointing authority, those constraints are no more significant than those faced by any other local jurisdiction. Thus, although the request for a waiver is granted, it is appropriate that the appointing authority be assessed for the costs of the selection process.

ORDER

Therefore, it is ordered that the appointment waiver be granted. Additionally, the Civil Service Commission orders that the appointing authority be assessed for the costs of the selection process in the amount of \$2,048 to be paid within 30 days of the issuance of this decision.

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 3rd DAY OF JUNE, 2015

Robert M. Czech

Chairperson

Civil Service Commission

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