



**STATE OF NEW JERSEY**

In the Matter of Lee Kocher, Stockton  
University

CSC Docket No. 2023-2825

**FINAL ADMINISTRATIVE ACTION  
OF THE CHAIR/  
CHIEF EXECUTIVE OFFICER  
CIVIL SERVICE COMMISSION**

Classification Appeal

**ISSUED: July 17, 2023 (SLK)**

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Lee Kocher appeals the determination of Stockton University (the University)<sup>1</sup> that the proper classification of his position with the University is Supply Support Technician 3 (SST3). The appellant seeks a Supply Support Technician 2 (SST2) classification.

The record in the present matter establishes that the appellant's permanent title is SST3. The appellant sought reclassification of his position, alleging that his duties were more closely aligned with the duties of a SST2. The appellant reports to Gordon Elam, Storekeeper 3. In support of his request, the appellant submitted a Position Classification Questionnaire (PCQ) detailing the duties that he performed as a SST3. The University reviewed and analyzed the PCQ and all information and documentation submitted. It also interviewed the appellant and Elam. In its decision, the University determined that the duties performed by the appellant were consistent with the definition and examples of work included in the job specification for SST3.

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<sup>1</sup> Pursuant to a Delegation Order, Memorandum of Understanding (Delegation Order), signed May 25, 2023, the parties agreed that the University would initially review the position reclassification requests of its employees, and then the determinations would be referred to the Civil Service Commission (Commission) for final determination.

On appeal, the appellant presents that there are five SST3s in the Central Shop and not three as the University indicates. Further, the appellant asserts that if you add up the time that he leads, this accounts for 75 percent of his time and not 30 percent of his time as the University contends. He states that he is the only team lead at the University who does his assigned tasks.

## CONCLUSION

*N.J.A.C.* 4A:3-3.9(e) states that in classification appeals, the appellant shall provide copies of all materials submitted, the determination received from the lower level, statements as to which portions of the determination are being disputed, and the basis for appeal. Information and/or argument which was not presented at the prior level of appeal shall not be considered.

The definition section of the SST3 (O10) job specification states:

Under the general supervision of a Supply Support Technician 2 or other supervisor in a state department, institution, or agency, assists with work involved in shipping, receiving, transporting, storage, stock rotation, pulling, checking, loading of trucks for delivery of supplies and materials in warehouse, distribution center, maintenance service area, or other complex installation with similar operations; does related work as required.

The definition section of the SST2 (O13) job specification states:

Under supervision of a Supply Support Technician 1 or other supervisor in a state department, institution, or agency, assists in supervising the work programs and takes the lead among the staff of a unit or section involved in shipping, receiving, transporting, storage, stock rotation, pulling, checking, and loading of trucks for delivery of supplies and materials in a warehouse distribution center, maintenance service areas, or other complex installation with similar operations; does other related duties.

In this present matter, a review of the job specifications indicates that the key distinguishing characteristic between the two titles is that SST2s are lead workers while SST3 are not. Under Civil Service, a lead worker is defined as a leadership role refers to those persons whose titles are non-supervisory in nature, but are required to act as a leader of a group of employees in titles at the same or a lower level than themselves. Duties and responsibilities would include training, assigning and reviewing work of other employees on a regular and recurring basis, such that the lead worker has contact with other employees in an advisory position. However, such duties are considered non-supervisory since they do not include the responsibility for

the preparation of performance evaluations. Being a lead worker does not mean that the work is performed by only one person, but involves mentoring others in work of the title series. *See In the Matter of Henry Li* (CSC, decided March 26, 2014).

In this matter, the record is unclear as to the size of the appellant's unit as the University indicates that there are two supervisors and three staff members while the appellant claims that there are five SST3s. Regardless, as the appellant's unit is relatively small and there are two supervisors, there is no business reason why the unit's supervisors would need a subordinate employee to act as a lead worker when there are two supervisors. Therefore, the record indicates that it is the two supervisors who are predominantly leading the staff members in the unit and not the appellant. Accordingly, the appellant's position is properly classified as a SST3.

### 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  
THE 6<sup>TH</sup> DAY OF JULY, 2023

*Allison Chris Myers*

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Allison Chris Myers  
Chair/Chief Executive Officer  
Civil Service Commission

Inquiries  
and  
Correspondence

Nicholas F. Angiulo  
Director  
Division of Appeals and Regulatory Affairs  
Civil Service Commission  
Written Record Appeals Unit  
P.O. Box 312  
Trenton, New Jersey 08625-0312

c: Lee Kocher  
Elen Manalang  
Division of Agency Services  
Records Center