



B-11

STATE OF NEW JERSEY

In the Matter of Wendy Landus,
Correction Officer Recruit (S9988U)
and Entry Level Law Enforcement
Examination (S9999U)

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

CSC Docket No. 2017-1943

Examination Appeal

ISSUED: JUN 26 2017 (JH)

Wendy Landus appeals the determination of the Division of Agency Services denying her request for a make-up for the Correction Officer Recruit (S9988U) examination and the Entry Level Law Enforcement Examination (S9999U).

By way of background, Ms. Landus was scheduled to take the subject test on October 22, 2016 at 8:30 a.m. at Hudson County College but she did not appear to take the subject test at the designated time.¹

In a letter filed on October 28, 2016, Ms. Landus requested a make-up exam since she would be traveling out of the country from October 7 through October 23, 2016. In support of her request, she provided a copy of her flight itinerary which indicated a flight departing on October 7, 2016 and a return flight on October 23, 2016. Subsequently, the Division of Agency Services indicated that the appellant's request did not meet the criteria pursuant to *N.J.A.C. 4A:4-2.9*.

¹ As indicated in the 2016 Law Enforcement Exam (LEE) Administrative Guide, "along with the 2016 LEE announcement, there also are/were separate 2016 announcements for Parole Officer Recruit, Parole Officer Recruit Bilingual in Spanish and English, and State Correction Officer Recruit. Anyone who applies (or has applied) for more than one of these four announcements will only have one opportunity to sit for the exam, regardless of the number of titles for which they have applied. The score achieved on the exam will be applied to any of [the] titles for which you have applied."

On appeal, Ms. Landus reiterates that she was out of the country from October 7 through October 23, 2016 and she provides a copy of her flight itinerary which indicates that she booked her flights on September 11, 2016.

CONCLUSION

N.J.A.C. 4A:4-2.9(c) provides that for police, fire, correction officer, sheriff's officer, juvenile detention officer and other public safety open competitive and promotional examinations, make-up examinations may be authorized only in cases of: 1. Death in the candidate's immediate family; 2. Error by the [Civil Service Commission] or the appointing authority; or 3. A catastrophic health condition or injury. *N.J.A.C.* 4A:1-1.2(c) provides that a Civil Service Commission rule may be relaxed for good cause in a particular situation, on notice to affected parties, in order to effectuate the purposes of Title 11A, New Jersey Statutes.

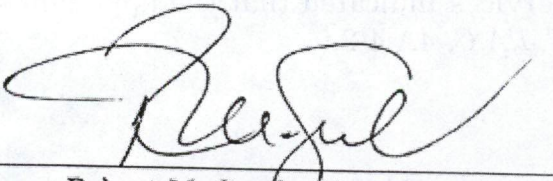
In the present matter, the documentation submitted by the appellant does not meet the above noted criteria. It is noted that the Administrative Guide, which was available by July 1, 2016, informed candidates that "the tentative timeframe to administer the 2016 LEE is Fall, 2016." Accordingly, candidates who filed timely applications were on notice as early as July 1, 2016 and no later than August 31, 2016, that the subject exam could be administered in the Fall, 2016.

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
CIVIL SERVICE COMMISSION ON
THE 21ST DAY OF JUNE, 2017

A handwritten signature in black ink, appearing to read "R. Czedo", is written over a horizontal line.

Robert M. Czedo, Chairperson
Civil Service Commission

Inquiries
and
Correspondence

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

c: Wendy Landus
Kelly Glenn

Christopher N. Smith
Director
Upjohn Institute for Employment Research
400 North Zeeb Road
Lansing, MI 48206
Phone: 313/487-1313

James
and
Dorothy
Wendy
Kevin