



**STATE OF NEW JERSEY**

**FINAL ADMINISTRATIVE ACTION  
OF THE  
CIVIL SERVICE COMMISSION**

In the Matter of Anna Lessard,  
Human Services Specialist 2  
(PC1878U), Ocean County Board of  
Social Services

Examination Appeal

CSC Docket No. 2017-1418

**ISSUED: JULY 23, 2018 (EG)**

Anna Lessard requests that her late application for the Human Services Specialist 2 (PC1878U), Ocean County Board of Social Services, examination be accepted.

The appellant contends that she mistakenly applied for Human Services Specialist 2, Bilingual in Spanish and English (PC1299U), Ocean County Board of Social Services, examination when she should have applied for the Human Services Specialist 2 (PC1878U), Ocean County Board of Social Services, examination. Additionally, the appellant indicates that her notice for Human Services Specialist 2, Bilingual in Spanish and English (PC1299U) was addressed to the wrong address and she did not receive it. In this regard, she argues that had she received the notice she would have timely noticed that she had applied for the incorrect examination and she would have then applied for the correct examination. Further, the appellant indicates that she was dealing with a trying and distracting personal issue during the time she was filing for the subject examination. Specifically, the appellant claims that at the time she was suffering from an anxiety disorder which prevented her from properly completing her application. In support for this contention, the appellant notes that she could not even enter her address properly on the online application. Therefore, the appellant requests a reasonable accommodation of accepting her late application for the Human Services Specialist 2 (PC1878U), Ocean County Board of Social Services, examination.

## CONCLUSION

*N.J.A.C. 4A:4-2.14(a)* provides that otherwise qualified applicants with disabilities may request an accommodation by indicating their request for an accommodation on the examination application and, upon receipt, this agency shall make a reasonable accommodation where appropriate and notify the candidate of the arrangements. Additionally, *N.J.A.C. 4A:4-6.3(b)* states that, except for disqualification for medical or psychological reasons, the appellant shall have the burden of proof in examination and disqualification appeals.

In the instant matter, the appellant is requesting a reasonable accommodation of accepting her late application. However, the appellant never made a request for an accommodation at the time she was filing out her application nor does she indicate that she requested any type of help in completing her application. Moreover, while the appellant asserts that she was suffering from a disabling anxiety disorder, she fails to present any medical evidence regarding her condition.

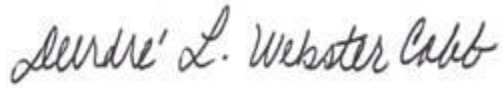
Further, in *In the Matters of Supervising Family Service Specialist 2 (PS1035K), Supervising Family Service Specialist 2 (Bilingual in Spanish and English) (PS1036K), Supervising Family Service Specialist 1 (PS1032K), Supervising Family Service Specialist 1 (PS1015K), and Family Service Specialist 1 (PS2267K), Department of Children and Families*, (CSC, decided October 19, 2016), the Civil Service Commission (Commission) determined that it would not permit applicants who file for an incorrect examination symbol to file a late application for the correct symbol given that there are numerous warnings provided to ensure the proper symbol is used when initially applying for the test. The explanation provided by the appellant in the present matter for her failure to apply for the correct symbol is insufficient to overcome the various warnings provided while applying for the examination. In addition, the fact that the appellant entered the incorrect address on her application explains the incorrect mailing of the examination notification. Accordingly, based on the foregoing, the appellant's request is denied.

## 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 18TH DAY OF JULY, 2018



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