

STATE OF NEW JERSEY

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

In the Matter of Cristine Chickadel, Program Analyst (C0847W), Atlantic County

CSC Docket No. 2019-2570

Examination Appeal

Corrected Decision

ISSUED: June 4, 2019 (SLK)

Cristine Chickadel appeals the determination of the Division of Agency Services (Agency Services) that she did not meet the experience requirements for the open-competitive examination for Program Analyst (C0847W), Atlantic County.

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The education requirement for the subject examination was a Bachelor's degree. The experience requirements were one year of experience in the review, analysis and evaluation of operating programs in an agency or organization by the August 6, 2018 closing date. *See N.J.A.C.* 4A:4-2.3(b)2. A total of six individuals applied and one was found eligible. Certification OL190245 was issued containing the name of the one eligible and its disposition is due June 11, 2019. The list expires on March 6, 2022.

The appellant's application indicates that she possesses a Bachelor's degree. Additionally, her application indicates that she was a Community Service Worker from August 2017 to July 2018. Agency Services credited the appellant for her Bachelor's degree, but determined that she lacked the required one year of experience.

N.J.A.C. 4A:4-2.1(g) provides that the Civil Service Commission (Commission) can accept clarifying information in eligibility appeals. For example, information submitted on appeal pertaining to duties in a given position that expands or enlarges information previously submitted is considered clarifying and is accepted.

The appointing authority clarifies that the appellant performed applicable duties as a Community Service Worker out of business necessity since the appellant was hired in August 2017 to the present. The Commission reviewed the appellant's verified experience and is satisfied it meets the requirements of the title under test. Further, the Commission notes that the list is incomplete as there is currently only one name on the list. Moreover, the appellant continues to perform the required duties.¹ Therefore, the Commission finds that the appellant has sufficiently clarified that she has been performing the required duties for more than the required time by the closing date.

This determination is limited to the instant matter and does not provide precedent in any other matter.

ORDER

Therefore, it is ordered that the appeal be granted, and Cristine Chickadel's application be processed for prospective employment opportunities only.

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 22nd DAY OF MAY, 2019

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Chairperson

and

Civil Service Commission

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¹ Personnel records indicate that the appellant began a leave of absence starting in July 2018. However, the appointing authority confirms that the appellant is still performing the required duties. The appointing authority shall contact Agency Services to correct the appellant's personnel records.

c: Cristine Chickadel Dennis Levinson Kelly Glenn Records Center