

STATE OF NEW JERSEY

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

In the Matter of Anne Allen, Public
Health Consultant 2, Health
Education (S0984A), Statewide

Examination Appeal

CSC Docket No. 2020-2522

ISSUED: JUNE 5, 2020 (SLK)

Anne Allen appeals the determination of the Division of Agency Services (Agency Services) that she did not meet the education requirements for the open competitive examination for Public Health Consultant 2, Health Education (S0984A), Statewide.

The education requirements for the subject examination were a Bachelor's degree supplemented by 30 credit hours in an accredited program in community health education or public health education. The experience requirements were three years of comprehensive professional experience in a large-scale community health and/or public health education program by the October 21, 2019 closing date. A total of 49 individuals applied for the subject examination and eight were admitted. The test date has not yet been set.

On the appellant's application, she indicated that she possessed a Master's degree in Public Health. Additionally, she indicated that she was a Public Health Education Coordinator for Metro Plus of NYC Health and Hospital from October 2006 to June 2018. Agency Services credited the appellant for having met the experience requirements but determined that she lacked 30 credits in community health education or public health education.

On appeal, the appellant submits her transcript which shows that her Master's degree was in community health education and that she has over 30 credits in this area.

CONCLUSION

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.

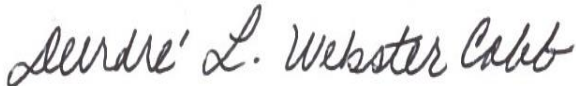
Initially, Agency Services correctly determined that Allen was not eligible for the subject examination as although she indicated that her Master's degree was in Public Health, she did not indicate the area of concentration of public health she was studying or provide a transcript that clearly indicated that she had over 30 credits in community health education. However, on appeal, the appellant provides her transcript that shows that her Master's degree major was in community health education which consisted of more than 30 credits in this area. Therefore, the Commission finds that Allen has sufficiently clarified that she possessed the required education by the closing date.

ORDER

Therefore, it is ordered that the appeals be granted, and Anne Allen's applications 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 DAY 3RD OF JUNE, 2020



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