



STATE OF NEW JERSEY

In the Matter of Raluchukwu Timah,
Investigator 1 Child Protection
(PS7482K), Department of Children
and Families

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

Examination Appeal

CSC Docket No. 2023-252

ISSUED: October 12, 2022 (RE)

Raluchukwu Timah appeals the decision of the Division of Agency Services (Agency Services) that she did not meet the experience requirements for the promotional examination for Investigator 1 Child Protection (PS7482K), Department of Children and Families.

The subject promotional examination had a closing date of January 21, 2022 and was open to employees in the competitive division who had an aggregate of one year of continuous permanent service as of the closing date in any competitive title and who met the announced requirements. These requirements included, in pertinent part, graduation from an accredited college or university with a Bachelor’s degree and two years of office and/or field experience conducting investigations, collecting evidence, and preparing investigative reports involving high risk child abuse and/or neglect or other problematic situations involving services to clients with social, emotional, psychological or other behavioral problems. The appellant was found to be ineligible based on a lack of experience. Seven candidates appeared on the eligible list, and all have been appointed.

On her application, the appellant indicated that she possessed a Bachelor’s degree in Social Work, and therefore, met the educational requirement. The appellant listed four positions on her application and resume: Investigator 1 Child Protection; Family Services Specialist 2; Administrative Specialist 2; and Head Teller/Weekend Supervisor. The appellant was credited with five months in her provisional position and was found to be lacking one year, seven months of qualifying experience.

On appeal, the appellant provides a revised resume with additional duties for her positions.

CONCLUSION

N.J.A.C. 4A:4-2.6(a) provides that applicants shall meet all requirements specified in the promotional examination announcement by the closing date.

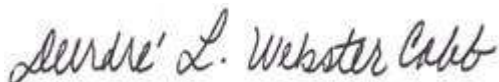
At the outset, it is noted that qualifying experience has the announced experience as the primary focus. In this case, the qualifying experience is conducting investigations, collecting evidence, and preparing investigative reports involving high risk child abuse and/or neglect or other problematic situations involving services to clients with social, emotional, psychological or other behavioral problems. The appellant's experience as a Family Services Specialist 2 was not accepted as the appellant did not indicate on her application that she prepared investigative reports. On appeal, the appellant indicated that she prepared case plans and strategies while in that position for two years. While this description is not identical to preparation of investigative reports, a Family Services Specialist 2 is required to record and analyze significant facts, draw conclusions and determine appropriate actions. The appellant performed all other required duties and while her description of this item was unclear, the appellant remains in her provisional position, and the eligible list was exhausted as all candidates were appointed. Based on these circumstances, the Civil Service Commission will accept the appellant's experience, for eligibility purposes only, and admit her to the examination.

ORDER

Therefore, it is ordered that this appeal be granted, and the appellant'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 12TH DAY OF OCTOBER, 2022



Deirdre L. Webster Cobb
Chairperson
Civil Service Commission

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