

**PROFESSIONAL ENGINEERING PROMOTIONAL EXAM CYCLE AND PROCESSING
AGREEMENT FOR FY16-FY17**

The N.J. Civil Service Commission, Department of Transportation and CWA, Local 1032 have been in a dialogue over the course of several years to continually improve the promotional exam processing for professional engineering titles. A schedule for the announcement, testing and eligible list promulgation has been implemented in previous years. The attached schedule is updated for FY16-FY17. The undersigned parties agree to full cooperation in the implementation of the attached schedule and agree to the following:

• **Supervising Engineer Announcements**

• **Supervisory Test Battery (STB) ONLY:**

DOT has the option of requesting that promotional announcements for Supervising Engineer titles be tested using the STB only. These announcements must follow the Examination Information Alert (EIA) announcement schedule, and **announcement requests MUST specifically state that "a written test is NOT REQUIRED."** When DOT requests the use of the STB only, it will be scheduled within approximately three months following the announcement.

• **2 Part—Written technical component and STB:**

DOT also has the option of requesting a written technical component in addition to the STB. The written technical component will be designed to assess candidates in technical areas specific to the title. When two parts are held, the technical component will be scheduled first. Those who pass the first component will then be scheduled to take the STB second, within approximately 2 months following the technical exam. To help ensure examination efficiency and timeliness, the first test component will be administered in March or June, in order to coincide with the testing of announcements for other engineering titles (see testing timeframes attached). These announcements must follow the EIA schedule and **announcement requests MUST specifically state that "a written test is REQUESTED"**.

- Make-up rules, as outlined in Title 4A for professional engineering titles, will be waived for the STB component used in testing Supervising Engineer titles. **However, these make-up rules will be applied for the written technical component prior to the administration of the STB, should one be held.** All other professional engineering titles will remain subject to the make-up rules as outlined in Title 4A.
- Project Engineer titles will be tested on general supervisory principles and job-related knowledge and abilities.
- Exams that are canceled due to inclement weather will be rescheduled within two weeks of the original test date OR no later than the 15th of the following month.
- Announcement requests which are received late or are subsequently amended may NOT be announced or tested within the timeframes specified and/or may delay test administration of the entire series.

This agreement will remain in effect until the end of FY17, at which time all parties will have the opportunity to review the outcome of this agreement to determine whether any adjustments are required prior to renewing the schedule for FY18.

Civil Service Commission Representative:

Daniel Hill
Print Name



Signature

Director, Test Development & Analytics
Title

4/10/2015
Date

Department of Transportation Representative:

Michele A. Shapiro
Print Name



Signature

Director of Human Resources
Title

4/16/15
Date

CWA, Local 1032 Representative:

PAUL POLOCRUTO
Print Name
SENIOR STAFF Rep, CWA
Title



Signature

4-23-15
Date