

SYMBOL: **PM1264T**

WEIGHT CODE: **01**

TITLE: **POLICE LIEUTENANT**

SALARY: **\*\* See Below**

ISSUE DATE: **July 01, 2015**

**APPLICATION DEADLINE: July 21, 2015**

TITLE CODE: **02727 / SHFQR3**

(On-line Applications must be submitted by this date.)

JURISDICTION: **SOUTH TOMS RIVER**

JURISDICTION CODE: **T15290006**

DEPARTMENT: **POLICE**

CLOSING DATE: **September 30, 2015**

(Eligibility must be established by this date)

Visit [www.state.nj.us/csc](http://www.state.nj.us/csc)  
And select "Job Announcements"  
to view this announcement and to file an application

Open to employees in the competitive division who are currently serving in a title to which the announcement is open and have an aggregate of one year of continuous permanent service as of the closing date in the following title(s):

**Police Sergeant 02739**

#### **SPECIAL EXAMINATION INFORMATION**

**Examination:** The examination items will be related to the duties of a Police Lieutenant. Final scores will be calculated as follows:

**Parts / Weights**  
**Written Test (Multiple Choice) / 70%**  
**Seniority Rating / 30%**

**Note:** The Police Lieutenant examination is tentatively scheduled to be administered in October 2015. To obtain a copy of the 2015 Police Lieutenant Orientation Guide, please refer to our website at <http://www.state.nj.us/csc>. Please continue to check the Civil Service Commission website at [www.state.nj.us/csc](http://www.state.nj.us/csc) for updated information concerning test dates and other information concerning the testing process. Applicants admitted to the examination will be mailed notice(s) of the date, time and place of the examination. Appointing Authorities will also be notified of the test date, and the test date will be posted on the Civil Service Commission website.

The Orientation Guide will assist you in preparing for the Police Lieutenant Examination; a listing of supervisory textbooks is included with the Orientation Guide. Eligible applicants without access to the Internet can request a copy of the Police Lieutenant Orientation Guide by sending a postcard with your name, mailing address and symbol number along with the words "Orientation Guide". Please mail the postcard to N.J.C.S.C., Law Enforcement Unit, P.O. Box 310 Trenton, NJ 08625-0310.

\*\*Please contact your Personnel Office for current salary information.

**Make-up Examinations:** Requests for make-up examinations based on medical grounds for public safety promotional exams must include a New Jersey Civil Service Commission Authorization for Public Safety Make-Up Examination Form.

#### **IMPORTANT INFORMATION**

1. N.J.A.C. 4A:4-2.6 states that all requirements listed must be met as of the closing date, including jurisdiction, department, and permanent status.
2. YOU MUST COMPLETE YOUR APPLICATION IN DETAIL. Failure to complete your application properly may cause you to be declared ineligible.
3. This examination is open to full-time and part-time permanent employees. If an employment list results from this announcement, it may be certified to fill both full-time and part-time positions. If 35- and 40-hour positions are used within the department, the resulting list may be used to fill either work week position.
4. N.J.A.C. 4A:4-1.5 states that any employee who is serving on a provisional basis and who fails to file for and take an examination which has been announced for his/her title SHALL BE SEPARATED FROM THE PROVISIONAL TITLE.
5. IN ACCORDANCE WITH NJAC 4A:4-2.9 MAKE-UP REQUESTS MUST BE SUBMITTED IN WRITING WITHIN FIVE (5) DAYS OF RECEIPT OF THE EXAM NOTICE. However, in situations involving illness, death or natural disasters, make-up requests must be made in writing within five (5) days after the test date. Requests for make-up examinations based on medical grounds must include written documentation from your physician and must include a New Jersey Civil Service Commission Medical Authorization for Public Safety Make-Up Examination Form. Mail all material to NJCSC, Selection Services, Attn: Make-up, PO Box 310, Trenton, NJ 08625-0310 or fax it to (609) 984-1064.
6. **If you are having difficulty submitting your application online, technical support and customer care are available during regular business hours, 8:00 a.m. to 4:00 p.m. EST, Monday - Friday, excluding holidays and emergency closings. Please Email: [OAS.support@csc.state.nj.us](mailto:OAS.support@csc.state.nj.us) or call (609) 292-4144. Please note that application support requests received outside regular business hours on the closing date will not change the application filing deadline so PLEASE FILE EARLY.**