

State of New Hampshire

PERSONNEL APPEALS BOARD
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88-C-111

APPEAL OF EDWARD COLBY

MARCH 15, 1988

On Tuesday, February 9, 1988, the Personnel Appeals Board, Commissioners Cushman and Platt sitting, heard the classification appeal of Edward Colby, Accountant II, Department of Fish and Game. The appellant represented by SEA Field Representative Ann Spear, was appealing the Division of Personnel's decision denying a request to reclassify his position to Accountant III, salary grade 20.

Both the appellant and the Division of Personnel submitted written arguments for the Board's consideration prior to the hearing. Testifying in support of the appeal were Edward Colby, the appellant; Charles Thoitts, Senior Biologist; and George Jones, retired Business Administrator IV. Edward J. McCann, Classification and Compensation Administrator represented the Division of Personnel.

The appellant had requested that three of the nine position evaluation attributed be increased, consistent with the point allocations for the class Accountant II. Upon review of the testimony and evidence received, the Board made the following findings:

Experience:

The position specification currently requires possession of a Bachelor's degree with a major study in Accounting, Business Administration or a related field and three years of experience in accounting or auditing work, or any combination of education and experience. The specification further allows for substitution of an Associate's degree in Accounting, Business Administration or a related field and five years' experience in accounting or auditing work, or any equivalent combination. Additionally, the specification requires in part "Thorough knowledge of accounting and fiscal principles and procedures and ability to apply knowledge to accounting transactions... devise and install accounting methods, techniques and procedures... instruct and supervise other clerical and accounting employees...."

The Board found this description of education and experience consistent with the duties and responsibilities described by the appellant. Further, the Board found the Experience factor properly evaluated at the sixth degree and voted to deny the requested increase in this attribute.

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Errors:

The appellant argued that this attribute should be increased from the fourth to the fifth degree. In support of this request, the appellant contended that his current classification "does not adequately outline the difficulties that would be forthcoming for the Department of errors were made by the appellant, nor does it adequately describe the great possibility for errors."

The Evaluation Manual defines the fourth degree for "Errors" as "very difficult to detect, work not being subject to verification, audit or check..." In his classification questionnaire, however (SEA Exhibits III and IV) the appellant answered question 6, page 5, as follows "Business Administrator IV and Accountant IV reviews work functions monthly and as required." The Board found the request for an increase to the fourth degree in the "Errors" attribute unsupported by the evidence and therefore voted to deny that request.

Supervision:

The appellant's position is currently rated at the third degree for Supervision, involving "direct supervision over groups requiring advisory responsibility for instructing and directing subordinates..." Upon review of the materials submitted the Board found the appellant's description of his supervisory responsibilities adequately described in the Accountant II specification and further found those duties properly evaluated at the third degree for Supervision.

Based upon the foregoing, the Board voted to deny the appeal and to uphold the Division of Personnel's decision that Mr. Colby's position remain classified as Accountant II, salary grade 17.

FOR THE PERSONNEL APPEALS BOARD



Mary Ann YTEELE
Executive Secretary

cc: Ann Spear, SEA Field Representative

Donald Normandeau, Executive Director
Department of Fish and Game

Virginia A. Vogel
Director of Personnel