

County of Cumberland Board of Chosen Freeholders	Policy Number: 1.12	Pages: 1 of 2
Chapter: Appointment of Personnel		Effective Date: August 11, 1994
Subject: Veterans Preference		

I. POLICY:

Cumberland County Government shall recognize veterans preference in the appointment of individuals to regular and promotional positions.

II. DEFINITIONS: NONE

III. PROCEDURE:

A. To establish veterans or disabled veterans preference an individual must submit a completed "Veterans Preference Claim Form" along with a copy of Veterans Separation papers to the State Department of Personnel at the time of filing for the examination. The New Jersey Department of Personnel shall determine an individual's right to veterans preference.

B. Open Competitive Examinations:

1. Whenever a disabled veteran or veteran is certified from an open competitive list and a regular appointment is to be made, the department head shall first appoint disabled veterans and then veterans in the order of their ranking.
2. Department heads are not required to give preference to disabled veterans when making a provisional appointment from an incomplete list.

C. Promotional Examinations:

1. No distinction shall be made between disabled veterans and veterans in promotional examinations. Both shall be referred to as veterans.
2. Whenever the name of a veteran appears in the highest rank on a promotional certification, a non-veteran shall not be appointed unless the department head can show cause why the veteran should be removed.

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3. If the names of one or more veterans appear on a promotional certification headed by a veteran, any veteran among the top three interested eligibles may be appointed.
4. Whenever a non-veteran heads a promotional certification any reachable eligible may be appointed.

EXAMPLE:

Assume that the following represents the ranked order and status of interested eligibles which appear on a promotional certification.

1. Veteran	2. Non-veteran	3. Non-veteran
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The Veteran must be offered the appointment.

1. Veteran	2. Non-veteran	3. Veteran
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Either (1) or (3) must be offered the appointment.

1. Non-veteran	2. Veteran	3. Non-veteran
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Either (1), (2) or (3) may be offered the appointment.

1. Veteran (tied)	2. Non-veteran (tied)	3. Non-veteran
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The Veteran must be offered the appointment.

D. Non-competitive division (career service):

In making appointments in the non-competitive division preference must be given to disabled veterans, then veterans.