

Final

**Memorandum of Agreement regarding Duties of Primary Level and
Higher Level Supervisors**

Supervisory title duties (for Primary and Higher Level Supervisory titles) may include oversight of subordinate employees or projects. Administration of PARs for subordinates is not always a requirement for Primary Level Supervisory unit titles. The parties acknowledge the Civil Service Commission shall, in making classification determinations, place emphasis on the Definition section of a title's job specification to distinguish one class of position from another. The Definition portion of a job specification is a brief statement of the kind and level of work being performed in a title series and is relied on to distinguish one class from another. Within 60 days following ratification of the CWA successor collective negotiations agreements, CWA and the CSC shall meet to discuss the inclusion of supervisory duties in job specifications.

On behalf of CWA

On behalf of CSC

/s/Fran Ehret, NJ Area Director

/s/Allison Chris Meyers, Chair, CSC

Dated: 10-1-2023

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