

TO WHOM IT MAY CONCERN,

MY NAME IS DAVID JAMES DOUGHERTY, I AM
A MEMBER OF THE CALIFORNIA NATIONAL GUARD.

I AM CURRENTLY SERVING AT THE "JOINT FORCES
TRAINING BASE" IN LOS ALAMITOS AS A SERGEANT
IN ALPHA COMPANY 19th SPECIAL FORCES GROUP.

I AM WRITING THIS LETTER AS A REQUEST TO
PARTICIPATE FOR THE OPPORTUNITY TO SERVE THE
CITY OF LONG BEACH AS A POLICE OFFICER.

I HAVE ATTEMPTED TO SUBMIT MY APPLICATION
ONLINE BUT WAS UNABLE TO ATTACH THE REQUIRED
DOCUMENTS NEEDED, MORE SPECIFICALLY MY DD214
WHICH SHOWS MILITARY SERVICE BACKGROUND. AS
STATED IN THE POLICE RECRUIT APPLICATION, "DO NOT
SUBMIT INCOMPLETE APPLICATIONS" TO THE CIVIL SERVICE
DEPT. I TRIED NUMEROUS TIMES TO ATTACH THE
NECESSARY DOCUMENTS BUT THERE SEEMED TO BE
A GLITCH IN THE SYSTEM AND WAS UNABLE TO DO SO.

FURTHER MORE, I WAS ON NATIONAL GUARD ORDERS TO
BRIDGEPORT, CA. FOR THE ENTIRE APPLICATION WINDOW AND
WAS UNABLE TO HAND CARRY AN APPLICATION TO THE CIVIL SERVICE
DEPT.

YOUR CONSIDERATION IS APPRECIATED, SGT DAVID DOUGHERT
77-491-9997

1 **DATE:** October 17, 2012
2 **TO:** Civil Service Commission
3 **FROM:** Donna de Araujo, Assistant Administrative Analyst
4 **SUBJECT:** **REQUEST TO FILE LATE APPLICATION – SGT. DAVID**
5 **DOUGHERTY, POLICE RECRUIT EXAMINATION**

6 Correspondence has been received from Sgt. David Dougherty requesting the Civil
7 Service Commission's approval to submit a late application for the position of Police
8 Recruit. The following facts are presented for the Commission's consideration.

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10 Facts for Consideration:

- 11 • On September 5, 2012, the Civil Service Commission approved the job opportunity
12 bulletin for Police Recruit. The job opportunity bulletin was posted for two weeks,
13 from September 7 through September 21, 2012. All completed application packets
14 were due into the Civil Service office by 4:30 p.m., September 21, 2012. During the
15 filing period, 3075 applications were received of which 2972 have been accepted
16 into the testing process.
- 17 • Sgt. Dougherty came to the Civil Service Department on Monday, September 24,
18 2012, requesting guidance on how to submit his late application packet. He stated
19 that he was unable to attach his DD214 with his application, which he contributed to
20 a "glitch" in the system. He further stated that the Police Recruit application packet
21 instructed applicants to submit all required documents with their applications.
22 Therefore, without the ability to attach his DD214, he did not submit his application
23 within the filing period. He also stated that he was on National Guard orders to
24 Bridgeport, California during the entire application filing period and was unable to
25 visit the Civil Service Department to complete a paper Police Recruit application.

1 He has included a copy of his National Guard orders and DD214 as supporting
2 documentation for his request.

- 3 • After discussion with Sgt. Dougherty, on September 28, 2012, Civil Service staff
4 contacted NEOGOV to determine the circumstances and present state of Sgt.
5 Dougherty's job application. NEOGOV staff stated that on September 9, 2012, Sgt.
6 Dougherty created his profile in governmentjobs.com (NEOGOV) website where he
7 entered his personal information, and preferences. NEOGOV also confirmed that
8 Sgt. Dougherty had answered agency-wide questions, however it was not
9 confirmed whether or not he had worked on the Police Recruit supplemental
10 questions. As a result, NEOGOV staff confirmed that Sgt. Dougherty did not
11 submit an application to the Police Recruit job posting. According to NEOGOV staff
12 a technical issue or "glitch" did not occur during that period which would have
13 prevented Sgt. Dougherty from attaching his DD214 to his online application.
- 14 • Had Sgt. Dougherty contacted the Civil Service Department at any time during the
15 filing period, staff would have provided assistance to Sgt. Dougherty to enable his
16 application to be submitted on time as well as offer options for submitting his
17 DD214. Staff would also have informed Sgt. Dougherty that his DD214 was not a
18 required document and could have been submitted at a later date and by other
19 methods.
- 20 • Sgt. Dougherty's request falls under Civil Service Commission Policy 1.05, which
21 states that the Civil Service Commission may consider a late application 1) due to a
22 death of an immediate family member, 2) a catastrophic natural disaster, or 3) an
23 error by Civil Service Department staff.
- 24 • A review of the circumstances involved in Sgt. Dougherty's situation indicates that
25 his request does not meet the criteria of the Commission's policy to allow a late

1 submittal of his documentation. As such, staff recommends denial of the request
2 since it does not meet the criteria.

- 3 • Should the Commission approve Sgt. Dougherty's request, staff would be able to
4 accommodate Sgt. Dougherty in the testing process for Police Recruit.

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6 Sgt. Dougherty has been informed that this request is on today's agenda.

7 DMD

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9 Late application Dougherty (10-17-12)

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