

JOB OPPORTUNITY-OPEN TO CANDIDATES ON CURRENT EXAMINATION LIST

DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES  
WESTERN CONNECTICUT MENTAL HEALTH NETWORK  
VOCATIONAL REHABILITATION COUNSELOR (CLIENT/PATIENT) – WC101061

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** Candidates on a current examination list.

**Program/Unit:** Community Support Program/Young Adult Services – Torrington Area

**Job Posting No:** WC101061

**Hours:** 1st Shift – Monday-Friday – 8:00 a.m.-4:30 p.m. – 40 Hours Per Week

**Salary:** \$58,318

**Closing Date:** August 10, 2012

**Eligibility Requirement:** Candidates must have applied for and passed the EXAM TITLE exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.

**Duties may include but not limited to:** Evaluates young adult clients for vocational rehabilitation services, job development and placement. Establishes community vocational contacts and works collaboratively with community providers to meet rehabilitative needs. Works collaboratively within a multidisciplinary team; participates in treatment planning process and documents client progress. Administers and interprets tests relevant to vocational abilities. Participates in local committees related to employment and educational development. Basic computer skills, provide date entry, knowledge of agency policies and procedures, ability to comply with agency attendance and work rule requirements, ability to perform CPR and first aid, current knowledge of safe work practices, provide recovery oriented practice. Perform other duties as required.

**SPECIAL REQUIREMENTS:** Incumbents in this class must possess and retain a current/valid Motor Vehicle Operator License. Incumbents in this class may be required to travel.

**Eligibility Requirement:** State employees currently holding the above title or those who have previously attained permanent status or candidates who possess the general and special experience and training may apply.

**Note:** Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

**Application Instructions:** Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12).

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment CT-HR-12 to:

**PLEASE SEND APPLICATIONS TO:**

**Angela M. Baker, Human Resources Associate – 203-805-6411**

**1) Email: Angela.Baker@ct.gov**

**OR**

**2) Fax: (203) 805-6432**

**OR**

**3) Postal Mail: Western Connecticut Mental Health Network  
55 West Main St., Suite 410, Waterbury, CT 06702-5501**

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DMHAS website at [www.ct.gov/dmhas/employmentopportunities](http://www.ct.gov/dmhas/employmentopportunities).

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities and persons with disabilities and in recovery are encouraged to apply. (P-1)