

**Department of Revenue Services
Job Opportunities**

Accounting Careers Trainee / Revenue Examiner 1

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

- Open To:** The Public
Current DRS Revenue Examiner 1s or those currently on the Revenue Examiner 1 exam list
- Location:** Audit Division in Hartford and Norwich locations
- Hours:** 40 Hour Work Week
- Salary:** **Annually, first year of training, with degree in accounting or closely related field:**
- Bachelor's Degree and 15 semester hours in accounting - \$45,126.00
 - Bachelor's Degree and 30 semester hours in accounting - \$48,162.00
 - Master's Degree and 15 semester hours in accounting - \$48,162.00
 - Master's Degree and 30 semester hours in accounting - \$49,690.00
- Closing Date:** **Monday, September 24, 2012**

The [Department of Revenue Services](#) is recruiting to fill several [Accounting Careers Trainee](#) positions. The target class is [Revenue Examiner 1](#). These positions will be assigned to the Audit Division in Hartford and Norwich locations.

Examples of Duties: As an [Accounting Careers Trainee](#), you will receive training for advancement into a professional level position after a two-year training program. You will acquire the skills to independently examine the books and records of large multi-state Corporations and pass through entities, such as partnerships, S-Corporations and limited liability companies. This is a field position requiring candidates to travel both within Connecticut and out of state.

Minimum Qualifications For Accounting Careers Trainee: Four (4) year Bachelor's Degree in accounting or in a closely related business field from an accredited college or university with at least 15 semester hours in accounting.

Desirable Skills And/Or Experience: Accounting, taxes, strong computer and strong customer service. Excellent oral and interpersonal skills are essential. Candidates for positions must be able to meet established performance standards and conform to the employer's work rules and policies. They must be able to maintain regular attendance and report to work as scheduled. Background checks and tax compliance checks will be conducted.

NOTE: The filling of these positions will be done in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

Background checks and tax compliance checks will be conducted.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, college transcripts, proof of degree, and a completed state [Application for Employment](#) (CT-HR-12) to the address listed below. **Application may be submitted either in hard copy or by email.**

**Department of Revenue Services
Human Resources, 19th Floor
25 Sigourney St.
Hartford, CT 06106
Attention: [Kim Zordan](#)**

DRS.HumanResources@po.state.ct.us

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.