

**DEPARTMENT OF TRANSPORTATION  
JOB OPPORTUNITY**

**Accounting Careers Trainee**

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

**Open To:** The Public

**Location:** Bureau of Finance and Administration, Newington, CT

**Job Posting No:** 101372

**Hours:** 8:00 am to 4:30 pm

**Salary:** **Annually, first year of training, with degree in accounting or closely related field:**

Bachelor's degree with 15 semester hours in accounting - \$45,126.00

Bachelor's degree with 30 semester hours in accounting - \$48,162.00

Master's degree in a related field and 15 credits in accounting - \$48,162.00

Master's degree in a related field and 30 semester hours in accounting - \$49,690.00

**Closing Date:** June 5, 2012

There are currently Accounting Careers Trainee opportunities within various divisions in the Office of Finance. In addition, the candidate pool resulting from these interviews may be used to fill future Accounting Careers Trainee positions in the Bureau of Finance & Administration within twelve months.

**Eligibility Requirement:** Candidates must have a Bachelor's Degree in accounting or in a closely related business field from an accredited college or university with at least fifteen semester hours in accounting.

**Knowledge, Skills and Abilities:** Knowledge of accounting and auditing principles and practices; knowledge of business mathematics and statistics; some knowledge of business uses of data processing; some knowledge of effective report writing; ability to read and understand written materials.

**Experience and Training:** Possession of a Bachelor's degree in accounting or in a closely related business field with at least 15 semester hours in accounting.

**Terms of Appointment:** Appointment to positions in this class shall be for a period not to exceed twenty-four (24) months unless there is a change in the employing agency or designated target class.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable. Applicants who do not submit all requested documents will not be considered.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, college transcripts, proof of degree and an Application for Employment (CT-HR-12) by June 5, 2012 to:

**Department of Transportation  
Bureau of Finance and Administration**

**Nancy Kycia**

**Administrative Assistant**

**2800 Berlin Turnpike**

**Newington, CT 06131**

**Email: [Nancy.Kycia@ct.gov](mailto:Nancy.Kycia@ct.gov)**

**Fax: 860-594-2410**

**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.