

2. Performs Preliminary Grant Application Reviews for committees that intend to participate in the Citizens' Election Program.
3. Performs filing reviews of campaign disclosure statements. Communicates with committee treasurers, candidates, and campaign staff to resolve filing issues, to educate, and to recommend corrective action if necessary.
4. Performs Post Election Examinations. Communicates with committee treasurers, candidates, and campaign staff to resolve filing issues, to educate, and to recommend corrective action if necessary.

Special Requirements:

1. Incumbents in this class may be required to travel. This travel would be only occasionally and in-state.
2. Incumbents in this class may be required to work evenings and weekends as needed. Peak demand is during May to October of even-numbered years.

Note:

The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

Application Instructions:

Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and the required CT-HR-12 State Employees Application available online at <http://www.das.state.ct.us/HR/Forms/ct-hr-12-application.pdf> to:

OFFICE OF GOVERNMENTAL ACCOUNTABILITY
18-20 Trinity St., 5th Floor
Hartford, CT 06106
Fax: 860-622-4927
Ph: 860-256-2993
Kathleen.howe@ct.gov

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.