



**Auditors of Public Accounts
JOB OPPORTUNITY
Legislative Audit Trainee**

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

Open To: The Public
Location: 20 Trinity Street, Hartford, CT 06106
Job Posting No:
Hours: Full Time
Salary: \$50,946 – \$74,106
Closing Date: May 19, 2017

Summary of Position:

This class is accountable for assisting in auditing the records and accounts of state agencies, quasi-public agencies or state-supported institutions. A Legislative Audit Trainee works under the immediate supervision of an auditor of higher grade who reviews work for effectiveness and conformance with policy.

Examples of Duties:

Working under the direction of a supervising Auditor, the Legislative Audit Trainee assists in the execution of audit plan for conducting a financial, compliance or performance audit of state agencies or programs, quasi-public agencies or state-supported institutions in accordance with generally accepted auditing standards; assists in the documenting and testing of auditee's internal control system and reviewing compliance with state or federal laws and regulations; assists in the review of financial statements for conformance with generally accepted accounting principles; does related work as required.

Preferred Skills and Abilities:

Bachelor's or higher degree from an accredited college or university; major in accounting or at least 18 semester hours credit in accounting and auditing courses; attainment of at least 3.0 grade average in all such accounting and auditing courses, or satisfactory performances as a Cooperative Education Intern in the Office of Auditors of Public Accounts, or a score of at least 80 on the State's Personnel Division Accounting Careers Trainee examination, or other qualifying experience as accepted by the State Auditors.

Special Requirement:

The appointing authority may require possession of a current Connecticut Motor Vehicle Operator's License during employment in this class.

Application Instructions:

Interested and qualified candidates who meet the above requirements should submit resume, cover letter detailing how you meet the minimum requirements, and three references by e-mail to aposition@cga.ct.gov. If mail is necessary, please send to:

**Auditors of Public Accounts
State Capitol
210 Capitol Avenue
Hartford, CT 06106
Attn: APA Position**

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.