

**DEPARTMENT OF TRANSPORTATION**

**JOB OPPORTUNITY**

Supervising Accountant

Bureau of Finance & Administration

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

**Open To:** Candidates on a current examination list  
**Location:** Newington, CT  
**Job Posting No:** 31361  
**Hours:** 8:00am to 4:30pm  
**Salary:** AR 29 - \$82,534 to \$107,280 annual  
**Closing Date:** May 5, 2015

**Eligibility Requirement:** Candidates must have applied for and passed the Supervising Accountant examination 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.

**Special Requirements**

This position is responsible for overseeing the fiscal tasks within the Project Financial Management unit, Office of Financial Management and Support. These tasks include the completion and review of statutorily mandated contract cost benefit analyses, the completion of financial tasks related to State of Federal project close-outs, the development and creation of a variety of financial reports for both internal and external sources and the coordination and creation of a department-wide centralized source of financial information."

**MINIMUM QUALIFICATIONS REQUIRED**

Considerable knowledge of professional accounting principles and practices; considerable knowledge of governmental accounting and budgeting; knowledge of and ability to apply relevant state and federal laws, statutes and regulations; considerable interpersonal skills; oral and written communication skills; considerable ability to evaluate and analyze accounting forms, methods and procedures and cost data; considerable ability to devise and install accounting procedures and systems; ability to evaluate and analyze accounting methods, procedures and data; supervisory ability.

**EXPERIENCE AND TRAINING:**

**General Experience:**

Eight (8) years of experience in accounting or auditing.

**Special Experience:**

One (1) year of the General Experience must have been performing the most complex accounting functions OR acting in a lead or consultative capacity at the level of Associate Accountant or Associate Accounts Examiner.

**Substitutions Allowed:**

1. College training in Accounting or a closely related field may be substituted for the General Experience on the basis of fifteen (15) semester hours equalling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree
2. A Master's degree in accounting may be substituted for one (1) additional year of the General Experience.
3. Certification in any of the following may be substituted for one (1) additional year of the General Experience: Certified Public Accountant, Certified Internal Auditor

**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 the requested documents will not be considered. The candidate pool resulting from these interviews may be used to fill future Supervising Accountant positions in the Bureau of Finance and Administration within twelve months.

**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, **State employees must include copies of their last two (2) service ratings** by **MAIL ONLY** postmarked no later than May 5, 2015 to:

Department of Transportation  
Ms. Linda C. Schaedler  
Room 1441  
PO Box 317546  
Newington, CT 06131-7546

**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.