



EXAMINATION OPEN TO THE PUBLIC

ECONOMIST

ANNUAL \$57,849 SALARY APPLICATION CLOSING EXAM
SALARY: \$74,864 GROUP: AR/CR 22 DATE: MARCH 19, 2012 NO: 120380OCDJ

SPECIAL APPLICATION AND EXAMINATION INSTRUCTIONS APPEAR BELOW

PURPOSE OF CLASS: In a state agency, this class is accountable for independently performing a full range of tasks in economics. [Note: The confidential class usage is restricted to the Office of Policy and Management and is accountable for providing economist functions in the Budget Division involving matters related to collective bargaining, such as research and preparation of material for interest arbitration.]

MINIMUM QUALIFICATIONS REQUIRED

IN ORDER TO BE CONSIDERED FOR ADMITTANCE INTO THIS EXAMINATION, YOU MUST INDICATE ON YOUR APPLICATION THAT YOU HAVE THE FOLLOWING EXPERIENCE AND TRAINING BY MARCH 19, 2012:

GENERAL EXPERIENCE: Six years of professional employment in applied economics or economic research.

SUBSTITUTIONS ALLOWED: (1) College training in economics or a closely related field may be substituted for the General Experience on the basis of fifteen semester hours equaling one-half year of experience to a maximum of four years for a Bachelor's degree. (2) A Master's degree in economics or in a closely related field may be substituted for one additional year of the General Experience. (3) A doctoral degree in economics or in a closely related field may be substituted for two additional years of the General Experience.

KNOWLEDGE, SKILLS AND ABILITIES: Knowledge of advanced economic theory and analysis; knowledge of principles, techniques, and factors involved in financial and/or regulatory economic development; knowledge of urban and regional economics; knowledge of methods and techniques of inferential statistics and econometric modeling; interpersonal skills; oral and written communication skills; ability to develop programs and use prepackaged computer programs to perform economic, statistical, and econometric analysis; ability to perform varied assignments on economic matters; ability to organize and conduct economic studies and surveys.

THE EXAMINATION WILL BE COMPOSED OF: PART WEIGHT
EXPERIENCE AND TRAINING **100%**

APPLICATION/EXAMINATION PROCEDURE

APPLICANTS MUST SUBMIT: (1) Completed Application Form (CT-HR-12)
(2) Examination Materials (see instructions below)

In order to be considered for admittance into this examination, you must complete all parts of the examination application (CT-HR-12) detailing how you meet the minimum experience and training requirements stated above AND complete the required examination materials as detailed below. Applicants who do not submit the required application and supplemental examination materials by the closing date will not be admitted into the examination and will not have the right to appeal this decision. Resumes and/or vitas will not substitute for the required application form or for the required examination materials.

EXAMINATION INSTRUCTIONS: Section 1. For each job (maximum of three) which you feel has best prepared you for the job of Economist, include a 1-2 page (typed or printed) description detailing your duties and responsibilities. (Applicants serving provisionally or temporarily in the title of Economist cannot include this as one of the three jobs.) Each job description should begin on a separate page and begin with your job title, company name and location, dates of employment, and number of hours worked per week. This should be followed by a description of your duties and responsibilities organized and formatted around the numbered items that follow. (1) Experience performing studies of trends in labor and/or business activity and its components. Include experience participating in economic model building and forecasting. (2) Experience organizing and conducting economic studies. Describe your experience utilizing the methods and techniques of inferential statistics and econometric modeling. Detail experience conducting economic studies including research and analysis to develop data related to trends in the national or state economy or related to specific tax policy, programs and/or services. Include experience in formulating recommendations concerning these studies. Describe your experience in conducting and reviewing cost/benefit analyses. Describe your experience in developing procedures and econometric tests to validate various hypothesis. Describe your experience in developing measures or targets to assess the performance of a particular objective. Describe your familiarity with graphics software. Be specific about the use of any prepackaged computer programs, including the Regional Economic Models, Inc. (REMI model) to perform economic, statistical and econometric analysis. (3) Experience preparing written reports, presentations and/or testimony on legislative proposals based on the results of economic research and studies. Please indicate the purpose of the report, presentation and/or testimony and the target audience. Section 2. On a separate page, include a list of degrees, certifications, licenses and courses that you have completed which have prepared you for the job. **Important Notes:** (1) Make certain both your application form and your examination materials are complete and separate documents not referencing the other, as your application form and supplemental examination materials may be separated during the scoring process. (2) Examination materials should be clearly marked as such and each page should contain the examination title, exam number and your social security number (do not include your name). (3) Do not include materials other than those requested above. (4) **Your examination will only be scored if you meet the minimum experience and training requirements outlined above and your CT-HR-12 and supplemental examination materials are date stamped by DAS/Human Resources or postmarked by March 19, 2012.** (5) **Mail applications/examination materials to DAS/Human Resources, Room 404, State Office Building, 165 Capitol Avenue, Hartford, Connecticut 06106-1658 (Secure Fax #860-622-2875). If faxing materials make certain that your application form is complete and transmitted correctly and without error. Keep a copy of your completed application/examination package and the fax transmittal receipt for your records. Incomplete faxes or faxes received blank because pages were faxed upside down will not be accepted.** (6) Due to the large number of applications received, we cannot confirm receipt of applications. (7) **Examination scores will be mailed by April 30, 2012.** (8) A separate application/examination package must be submitted for each exam you are applying for.

FORMS: Application forms (CT-HR-12) and exam announcements are available from the Department of Administrative Services (<http://das.ct.gov/employment>) and at the Offices of the Connecticut State Job Centers.

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, persons with disabilities, and military veterans.