

OFFICE OF THE HEALTHCARE ADVOCATE
JOB OPPORTUNITY

STAFF ATTORNEY 2 - Durational

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

Open To: The Public

Location: 450 Capitol Avenue, Hartford, CT

Job Posting No: 110238

Hours: 40 hour work week

Biweekly Salary: (AR 28) \$3,132.23 - \$4,008.40 (Note, new hires start at the minimum salary range)

Closing Date: *November 7, 2014 - Application must be received by 4:30 p.m.

Special Notation: This job opening is a durational position that is funded by a federal grant until September 25, 2015.

Eligibility Requirement:

State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

Duties include: acts as hearing officer or represents OHA in formal administrative and public proceedings involving legal and technical issues; analyzes complex and technical evidence; negotiates and drafts settlement agreements; drafts advisory opinions, rulings, decisions, recommendations, findings, legislation, statutes, regulations, publications and other related legal documents; assists in the preparation and presentation of appeals; researches routine legal issues and assists in researching complex legal issues; conducts investigations; prepares comprehensive reports for use in administrative proceedings; interprets statutes, regulations and rulings; participates in the conduct of various educational activities; may provide legal counsel and advice when duly authorized; may testify at or monitor legislative proceedings; reviews court decisions, new and proposed laws and regulations to determine impact on agency operations; assists in the preparation and maintenance of precedent manuals; reviews legal and other related documents for legal sufficiency; performs related duties as required.

MINIMUM QUALIFICATION REQUIRED

KNOWLEDGE, SKILL AND ABILITY:

Considerable knowledge of legal principles, practices and procedures in Connecticut; considerable knowledge of legal research techniques; considerable knowledge of the Uniform Administrative Procedures Act; considerable knowledge of and the ability to interpret and apply relevant state and federal laws, statutes, regulations and legislation particularly as they relate to the regulation of the insurance industry; considerable knowledge of relevant agency policies and procedures; knowledge of the rules of evidence; knowledge of criminal and constitutional law and legislative process; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to apply judicial decisions to the interpretation of statutes; considerable ability to comprehend, analyze and organize technical data and coordinate elements of legal cases.

EXPERIENCE AND TRAINING:

General Experience:

Two (2) years of experience in the practice of law.

Special Requirements:

1. Must be admitted to practice law in the State of Connecticut.
2. May be required to travel.

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

APPLICATION INSTRUCTIONS: To be considered for this position, qualified candidates must submit a cover letter, resume, and Application for Employment (CT-HR-12 form) located at www.das.state.ct.us/exam to be received no later than the Closing Date noted above. Current State employees must also include copies of their two (2) most recent performance appraisals. **Submit application package to:**

**Carmen Rivera
Human Resources Assistant
P.O. Box 816
Hartford, CT 06142-0816**

OR

E-MAIL: CID.HR@CT.GOV

Overnight mail address: 153 Market Street, 7th Floor, Hartford, CT 06103

***Incomplete or late application packages will not be considered. Due to the large volume of applications expected to be received, we are unable to confirm receipt of applications.**