

STATE OF CONNECTICUT
BUREAU OF REHABILITATIVE SERVICES/SERVICES FOR THE BLIND

VOCATIONAL REHABILITATION COUNSELOR

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

Open To: Public
Location: 184 Windsor Ave, Windsor, CT
Schedule: Full Time – Monday through Friday
Hours: 7 hour days; 35 hour workweek
Salary: EC25/\$58,220
Closing Date: **November 30, 2011**

The preferred candidate will: cover the South Western part of the state. Bilingual in English and Spanish preferred. And CRC Certification preferred.

EXAMPLES OF DUTIES:

Interviews applicants who are blind or whose vision is seriously impaired for rehabilitation services; secures information regarding educational background, work experience, interests, social and economic circumstances; arranges for administration and interpretation of psychological tests; evaluates and interprets data and assists blind persons to select a suitable plan of training; arranges for rehabilitation services to clients such as medical and health services necessary for physical restoration, pre-vocational and vocational training, transportation and maintenance when required; provides vocational information; provides counseling and guidance to individuals throughout rehabilitation process and assists individuals in meeting problems of personal, social and vocational adjustment; studies labor market conditions and surveys industrial business plants for employment in business enterprises; makes use of available community services and facilities and maintains work relationships with local, state and federal agencies; develops, evaluates and maintains standards of training; maintains case records and prepares state and federal reports concerning rehabilitation services rendered; speaks publicly as required; performs related duties as required.

MINIMUM QUALIFICATIONS REQUIRED KNOWLEDGE, SKILL AND ABILITY:

Knowledge of principles and techniques of vocational rehabilitation counseling, interviewing and psychological and occupational testing; knowledge of community resources available to rehabilitate visually handicapped persons; knowledge of occupations, job requirements and safety factors; knowledge of medical and psychological aspects of disabilities; considerable interpersonal skills; considerable oral and written communication skills.

EXPERIENCE AND TRAINING:

A Master's degree in rehabilitation counseling or a closely related field and one (1) year of professional experience in rehabilitation counseling, job placement of persons with disabilities or vocational adjustment counseling.

APPLICATION INSTRUCTIONS: Interested and qualified candidates who meet the above experience and training requirements should submit a **cover letter**, **resume** and **application for Examination or Employment (Form CT-HR-12 and CT-HR-13** at <http://www.das.state.ct.us/cr1.aspx?page=13>) to:

Deborah Craig, Human Resources Specialist
Department of Administrative Services, Small Agency Resource Team – SmART Unit
165 Capitol Avenue, 5th Floor East
Hartford, Connecticut 06106
Confidential Fax: (860) 622-4921 (preferred method of submission)

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.