

OFFICE OF THE SECRETARY OF THE STATE
STATE BOARD OF ACCOUNTANCY DIVISION
STAFF ATTORNEY- 2

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

Open To: The Public
Location: 30 Trinity Street, Hartford, Conn.
Job Posting No: 0088
Hours: Monday – Friday (40 hours/week)
Salary: \$77,037
Closing Date: January 20, 2012

Eligibility Requirement:

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

Knowledge, Skills and Abilities:

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; 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.

General Experience:

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

Special Requirement:

- 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: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and a CT-HR-12 Application for Employment to:

**Office of the Secretary of the State
Attn: Gloria Sparveri
30 Trinity Street
Hartford, Ct. 06016
FAX: (860) 509-6236
TELEPHONE: 860-5096171
E-MAIL: gloria.sparveri@ct.gov**

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.