

DEPARTMENT OF CONSUMER PROTECTION
JOB OPPORTUNITY
SPECIAL INVESTIGATOR (GENERAL)

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

Open To: Candidates on a current examination list

Location: Department of Consumer Protection, 165 Capitol Avenue, Hartford, CT 06106

Job Posting No: 9484

Hours: Full-Time, 40

Salary: AR 21 (\$56,307 - \$71,108) **NEW HIRES TO STATE EMPLOYMENT START AT THE MINIMUM**

Closing Date: April 27, 2012

Eligibility Requirement: The preferred candidate will have experience in leading and conducting investigations of unfair trade practices; experience in leading and conducting governmental investigations; experience in administrative hearings and/or courtroom litigation, especially with regard to preparing cases for hearings presentation and in testifying; experience analyzing financial business records; educational background in criminal justice, law, business or economics; experience in leading project teams and experience in project management skills.

Candidates must have applied for and passed the Special Investigator (General) exam 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. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Knowledge, Skills and Abilities: Knowledge of investigatory methods and techniques; knowledge of relevant state laws and regulations; knowledge of relevant professional terminology; interpersonal skills; oral and written communication skills; interviewing skills.

General Experience: Five (5) years of investigatory experience in health care, insurance claims, law enforcement or a regulatory field.

Special Experience: College training in consumer protection, health care, law enforcement 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.

Substitution Allowed: A Master's degree in a closely related field may be substituted for one (1) additional year of the General Experience.

Special Requirements:

1. Incumbents in this class may be required to be a Notary Public.
2. Incumbents in this class 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 an Application for Employment to:

DAS/Small Agency Resource Team
Attn: Carolyn M. Kozak, Human Resources
165 Capitol Avenue, 5th Floor-East
Hartford, CT 06106
Confidential fax # 860.622.4924
carolyn.kozak@ct.gov

Due to the large number of applications received, we do not confirm receipt of applications.

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.