

DEPARTMENT OF PUBLIC HEALTH  
POSTING OF VACANCY

**STAFF ATTORNEY 2**  
C. O. – Public Health Hearing Office

POSTING DATE: January 31, 2012

CLOSING: February 7, 2012\*

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

OPEN TO: State Employees

POSITION CONTROL NUMBER: 012260SC NOTE: THIS NUMBER MUST BE INCLUDED ON YOUR APPLICATION

LOCATION: 410 Capitol Avenue, Hartford, CT

SHIFT/HOURS: 1<sup>st</sup> Shift/40 hours/week

SALARY GROUP/RANGE: AR 28/\$77,057-\$98,612

**Preferred Skills:**

- Experience with the application of HIPAA;
- Experience with the legal issues of confidentiality, privacy, and security for electronic health data;
- Experience with administrative law;
- Experience drafting contracts;
- Experience drafting regulations;
- Experience researching legal issues involving scientific applications.

**MINIMUM QUALIFICATIONS 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; 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.

**PLEASE NOTE:** This position will be filled in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

**Application Instructions: ANYONE WISHING TO APPLY FOR THIS POSITION MUST COMPLETE AND FORWARD THE APPROPRIATE “State of Connecticut Application Form for Examination and Employment” (Form CT-HR-12) (ORIGINAL AND ONE COPY OF ENTIRE APPLICATION PACKAGE), NO LATER THAN THE CLOSING DATE AT THE TOP OF THIS FORM, TO:**

Department of Public Health  
410 Capitol Avenue, MS #13PER  
PO Box 340308  
Hartford, CT 06134-0308  
FAX: 860-509-7860 (if faxing, only one application is necessary)  
**EMAIL:dph.recruitment@ct.gov**

\* The closing date is for this posting. This may differ from the examination closing date for a competitive examination. Questions regarding this process should be directed to the Human Resources Office (Recruitment Hotline, 509-7223).

*THE DEPARTMENT OF PUBLIC HEALTH AIMS TO PROVIDE EQUAL OPPORTUNITY IN ALL ASPECTS OF EMPLOYMENT AND ADVANCEMENT, FOSTERING AN ENVIRONMENT COMMITTED TO SUPPORTING INDIVIDUALS IN ALL PROTECTED CLASSES.*