

**DEPARTMENT OF REVENUE SERVICES
JOB OPPORTUNITIES**

**TAX ATTORNEY
OFFICE OF LEGAL COUNSEL**

Open To: The Public

Posting No.: 12-53

Location: Department of Revenue Services, 25 Sigourney St., Hartford, Connecticut 06106

Hours: 40 hours per week

Salary: If filled as a Tax Attorney 1 - \$63,435 - \$81,368 annually
If filled as a Tax Attorney 2 - \$88,505 - \$113,525 annually
(Those new to state service start at the minimum salary)

Closing Date: November 15, 2012

The **Department of Revenue Services** seeks to fill two **Tax Attorney** positions to work in the Office of Legal Counsel. The Office of Legal Counsel is comprised of the Department's Appellate, Legal and Litigation Divisions as well as the Department's Research Unit and the Department's Special Investigations Section. These positions can be filled at either the Tax Attorney I or Tax Attorney II level.

As a **Tax Attorney 1**, qualified candidates will be responsible for researching routine legal issues and assisting in the research of more complex legal issues; assists in conducting tax litigation including preparation of briefs and pleadings; prepares rulings and opinions on routine legal matters; assists in drafting of proposed regulations and legislation; confers and corresponds with members of the public on routine legal matters; performs related duties as required.

As a **Tax Attorney 2**, qualified candidates will be accountable for independently performing a full range of tasks in settling the more complex questions arising under tax laws by conducting litigation or by interpreting and analyzing tax statutes, regulations and rulings, giving technical and legal guidance to department administrators and prosecuting necessary legal action.

EXPERIENCE AND TRAINING:

General Experience:

Tax Attorney 1: A degree from an accredited Law School

Special Requirement:

Tax Attorney 1: Incumbents in this class must be admitted to practice law in the State of Connecticut within one (1) year of the date of appointment. Pursuant to Section 51-88 of the Connecticut General Statutes, an incumbent who has not been admitted to practice law may not "assume, use or advertise the title of lawyer, attorney and counsel at law, counselor at law, attorney, counselor, attorney and counselor, or an equivalent term, in such a manner as to convey the impression that he is a legal practitioner of law".

General Experience:

Tax Attorney 2 – Three (3) years experience in the practice of law handling tax matters, or in the preparation and presentation of cases in litigation.

Special Requirement:

Tax Attorney 2 - Candidates must be admitted to practice law in the State of Connecticut.

PREFERRED SKILLS AND ABILITY: Strong/Excellent writing and organization skills required. Experience in state and local tax a plus.

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

APPLICATION INSTRUCTIONS: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and a completed state Application for Employment (**CT-HR-12**) to the address listed below. Questions may be referred to 860-297-5700.

**Department of Revenue Services
Human Resources, 19th Floor
25 Sigourney St.
Hartford, CT 06106
Attention: Susan Lizee**

Please submit hardcopy applications only

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

The Department of Revenue Services is an Affirmative Action/Equal Opportunity Employer