

**DEPARTMENT OF REVENUE SERVICES
ANTICIPATED
JOB OPPORTUNITY**

TAX LEGAL DIRECTOR – OFFICE OF COUNSEL

OPEN TO: OPEN TO THE PUBLIC AND STATE EMPLOYEES

LOCATION: Dept. of Revenue Services, 25 Sigourney St., Hartford, CT 06106

SALARY: \$102,546 – \$139,826 (Annually) **WORK HOURS:** 40 hour work week

CLOSING DATE: October 23, 2013 **POSTING NUMBER:** 13-59

POSITION DESCRIPTION: The [Department of Revenue Services](#) has an immediate need for a [Tax Legal Director](#) in the Department's Office of Counsel. This position reports directly to the Agency's General Counsel and will assist in the day-to-day management and supervision of the Department's legal staff and its operations. Preferred candidates will have significant experience in the practice of law handling tax matters, including experience in the preparation and presentation of cases in litigation.

EXPERIENCE AND TRAINING:

Qualified candidates will have considerable knowledge of and ability to apply management principles and techniques; considerable knowledge of relevant state and federal laws, statutes and regulations; considerable knowledge of legal procedures; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to apply judicial decisions to interpretation of statutes.

General Experience: Five years of experience in the practice of law including experience in taxation.

Special Experience: One year of the General Experience must be at the working lead level. For State employees this is the level of [Tax Attorney 2](#). Candidates must be admitted to practice law in the State of Connecticut.

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

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 directed to Jeanette Perez, Human Resources Administrator at (860) 297-5701. **Please note: we are unable to accept applications by email or fax.**

Department of Revenue Services
Human Resources, 19th Floor
25 Sigourney St. Ste 2
Hartford, CT 06106
Attention: Kim Zordan

The Dept. of Revenue Services is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.