

**STATE OF CONNECTICUT  
DEPARTMENT OF VETERANS' AFFAIRS**

**CONNECTICUT CAREERS TRAINEE  
TARGET CLASS  
VETERANS SERVICES OFFICER**

The Department of Veterans' Affairs is recruiting for a **Veteran** to work in a trainee position working towards the target class of Veterans Services Officer

Location: Second District Office, 100 Broadway, City Hall, Norwich, CT 06360

Experience and Training: Possession of a Bachelor's or Master's degree.

Salary: Connecticut Careers Trainee – Bachelor's Degree \$40,512 (\$1,552.19 biweekly), Master's Degree \$41,977 (\$1,608.32). The trainee period will be for one (1) year. Veterans Services Officer has a starting salary of \$55,684

Position: 3216

Closing Date: May 25, 2012

Examples of duties: Act as an advocate for veterans, their spouses and dependents eligible to receive a full range of veterans benefits; interview, counsel and advise veterans regarding available benefits and services; conduct outreach program to veterans, their spouses and dependents through visits to nursing homes, convalescent homes, hospitals and home visits; assist in setting up screening appointments and provides transportation as necessary; advise veterans of services available regarding employment and reemployment services; provide information on federal and state education programs; attend hearings and may represent veterans before administrative review bodies in regard to veteran benefit issues.

Special Requirement: Must satisfy one of the following:

1. Served in time of war for at least ninety (90) days, unless separated from service earlier because of a service connected disability.
2. Received an honorable discharge from or released under honorable conditions from active service in the Armed Forces as defined in accordance with Section 27-103 of the Connecticut General Statutes.
3. Awarded the Armed Forces Expeditionary Medal for service in the armed forces.

In addition, the incumbent will be required to complete a course in veteran's benefits within one year of employment and may be required to travel.

Application Procedure: Interested candidates must submit a cover letter referencing above position, State Application CT-HR-12 and evidence to satisfy one of the military requirements listed above to:

**Marjorie Mancini  
Department of Veterans' Affairs  
287 West St.  
Rocky Hill, CT 06067  
Fax (860) 616-3536**

**ELIGIBLE RE-EMPLOYMENT/SEBAC CANDIDATES WILL BE GIVEN FIRST CONSIDERATION IN FILLING THIS VACANCY**

**An Affirmative Action/Equal Opportunity Employer**