

**DEPARTMENT OF TRANSPORTATION
JOB OPPORTUNITY
ACCOUNTANT**

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

Open To: State employees on current examination list.
Location: Headquarters in Newington, CT
Job Posting No: 29885
Hours: 8:00 am to 4:30 pm
Salary: AR 23: \$60,593.00 to \$78,332.00 annual
Closing Date: April 24, 2013

Eligibility Requirement: Candidates must have applied for and passed the Accountant examination 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.

MINIMUM QUALIFICATIONS REQUIRED

KNOWLEDGE, SKILL AND ABILITY:

Knowledge of professional accounting principles and practices including knowledge of governmental accounting and budgeting; knowledge of basic auditing principles and practices; interpersonal skills; oral communication skills; ability to prepare, analyze and evaluate financial statements and other accounting records and reports; ability to analyze and evaluate accounting methods and procedures; ability to utilize EDP systems for financial management; ability to read and interpret written materials.

EXPERIENCE AND TRAINING:

General Experience: Six (6) years of experience in accounting or auditing.

Special Experience: Two (2) years of the General Experience must have been at the paraprofessional level. Work at the paraprofessional level requires exercise of some independent judgment in applying basic accounting principles and may be compared to the level of a full charge bookkeeper. For state employees this is the level of Assistant Accountant.

Substitutions Allowed:

1. College training in accounting or a closely related field may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree.
2. A Master's degree in accounting may be substituted for one (1) additional year of the General Experience.
3. Certification in any of the following may be substituted for one (1) year of the General and Special Experience: Certified Public Accountant, Certified Internal Auditor.
4. Two (2) years of experience as an Assistant Accountant may be substituted for the General and Special experience.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable. Applicants who do not submit all the requested documents will not be considered. The candidate pool resulting from these interviews may be used to fill future Accountant positions in the Bureau of Finance and Administration within twelve months.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, Application for Employment (CT-HR-12) and copies of last two (2) service ratings by April 24, 2013 to:

Ms. Linda Schaedler
Administrative Assistant
Connecticut Department of Transportation
Bureau of Finance & Administration
P.O. Box 317546
Newington, CT 06131-7546
Fax: 860-594-2913
Email: Linda.Schaedler@ct.gov

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.