

TOWN OF TRUMBULL
CIVIL SERVICE BOARD
ANNOUNCES AN EXAMINATION FOR
BUDGET ANALYST – FINANCE

SALARY: \$28.57
HOURS: 35 hours per week
CLOSING DATE: Application must be postmarked or on file in HR/Civil Service by Friday, October 2, 2015 midnight.

GENERAL INFORMATION ON THIS EXAMINATION

PARTS

WEIGHTS

Online Office Proficiency Assessment Test 100%*

The Online Office Proficiency Assessment Test will include but not limited to accounting financial math and accounting public principles.

Each candidate must have had the required experience and training to be eligible for this examination which requires a Bachelor's degree in Accounting or Finance and three (3) years' experience in budgeting and/or municipal finance.

Before final certification, each applicant must successfully pass a physical examination attesting to physical ability to perform the duties involved.

Each candidate must attain the passing grade on each phase in order to be eligible for continued competition. This examination will be conducted for the Town of Trumbull by the Trumbull Civil Service Board within the authority of Section 7-413 of the 1959 revision of the State of CT. Please notify the Civil Service office in advance of the examination of any disability which may require special accommodation. Anyone claiming Veterans' Preference must bring original DD 214 document.

Applicants must be citizens of the United States or must present proper authorization to work in the United States by the closing date.

Please go to www.trumbull-ct.gov to print the application and mail completed application to:

Town of Trumbull
HR/Civil Service
5866 Main Street
Trumbull, CT 06611

Applications will **NOT** be available at the HR/Civil Service office. You must download and print the application from the Town's website. The application must be mailed to the address above, or faxed to 203/452-3856; or emailed to mmeier@trumbull-ct.gov.

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