



SUSANA A. MENDOZA
ILLINOIS STATE COMPTROLLER

CAREER OPPORTUNITY
NOTICE OF VACANT POSITION

Position Title: Information Technology Trainee
Division: Operations
Section: Information Technology

Part-time/Full-time
Salary: \$40,000 - \$55,000
Posting Number: 22-018

Description on Duties/Essential Functions: Under immediate supervision and administrative direction, functions in a technical training capacity supporting the Information Technology program initiatives for a period of a minimum of 6 months and not to exceed 12 months; works with IOC personnel to develop knowledge and understanding to analyze and resolve application problems and design software enhancements; in-service and on-the-job training to respond to software problems and implement corrective actions; codes and tests software problem fixes and enhancements to meet IOC user requirements; documents software changes and applies IOC procedures; assists in the preparation of software for migration between tests and production environments.

Education and Experience: Requires knowledge, skill and mental development equivalent to a bachelor's degree in Computer Science, Information Technology or a related degree with coursework specific to information technology; or active enrollment in college with satisfactory completion of 24 semester hours in computer science. Educational equivalencies may be recognized, and experience may be substituted for education.

Work Location:

Illinois Office of Comptroller
325 West Adams Street
Springfield, IL 62704

How to Apply:

Applicants will be graded based on education and experience. Applicants must submit the **Illinois Office of Comptroller application** and copies of college transcripts by the closing date of this posting. Applications can be found on the Comptroller's website, <http://illinoiscomptroller.gov/employment/>. A detailed resume may also be attached but should not replace the application.

No other applications, including the "CMS100," will be accepted. Completed and signed applications may be mailed or emailed to:

Office of Human Resources
Incoming@Illinoiscomptroller.gov
IL Office of Comptroller
325 West Adams
Springfield, IL 62704

Last date to apply: continuous

The Illinois Office of Comptroller is an Equal Opportunity Employer.