



**SUSANA A. MENDOZA**  
ILLINOIS STATE COMPTROLLER

**CAREER OPPORTUNITY**  
**NOTICE OF VACANT POSITION**

**Position Title: Mechanical Engineer**  
**Department: Administrative Services**  
**Section: Operations**  
**Unit: Facilities**

**Full-Time**  
**Salary: \$44,448.-\$64,602**  
**Union: Teamsters/ProTech**  
**Posting Number: 22-041**

**Description on Duties/Essential Functions:**

Under direction of the Director of Administrative Services is responsible for basic maintenance, building improvements, cleaning and janitorial duties within the work facility and overseeing internal moves and physical reorganizations. The maintenance and improvements to the facility may include, but are not limited to, basic painting and patchwork, light fixture repair and replacement, hanging items on walls, repair and assembly of office furniture and shelving, installing cable as needed, mowing, snow removal, and other basic mechanics.

**Minimum Requirements:**

Requires knowledge, skill and mental development equivalent to completion of high school and five years' experience as a maintenance mechanic, including experience in the fields of HVAC, general repairs, electrical, plumbing and carpentry. Requires the ability to safely handle tools, equipment and cleaning supplies or chemicals.

Requires the ability to lift at least 50 pounds. Requires possession of a valid Illinois Drivers' License.

**Work Location:**

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

**How to apply for this position:**

To apply for this position, applicants must submit the Comptroller's application by the closing date of this posting in order to be considered for this position.

Illinois Office of Comptroller applications can be found on the State of Illinois Comptroller Susana A. Mendoza website, <http://illinoiscomptroller.gov/employment/>. **No other application, including the CMS100, will be accepted when applying for IOC positions.**

Complete applications should be submitted to:

**Office of Human Resources**  
[Incoming@illinoiscomptroller.gov](mailto:Incoming@illinoiscomptroller.gov)  
**IL Office of Comptroller**  
325 West Adams,  
Springfield, IL 62704

**Last date to apply: September 23, 2022**

**The Illinois Office of Comptroller is an Equal Opportunity Employer.**