



STATE OF ILLINOIS
COMPTROLLER
SUSANA A. MENDOZA

**CAREER OPPORTUNITY
NOTICE OF VACANT POSITION**

Position Title: Public Service Administrator-IT
Division: Information Technology
Section: Applications Development
Unit: Applications/Program Development

Full-Time: Monday - Friday
Salary: \$50,000 - \$89,779
Union: Non-Bargaining
Posting Number: 18-014

Description on Duties/Essential Functions:

Under administrative direction, works with Information Technology and other IOC personnel to analyze and resolve application problems and design software enhancements; responds to software problems and takes 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; Assists in the preparation of software for migration between tests and production environments; assists in the conversion of legacy applications to a modern computing environment.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to completion of four years of college, preferably with a B.A. in Computer Science, or a related field, with courses in Computer Science or Information Systems and three (3) years of progressively responsible administrative experience in a public or business organization; or any equivalent combination of the above requirements may be acceptable.

Preferred experience includes, web development and maintenance; modification, documentation and software programming in T-SQL, Javascript, CSS/Javascript and .NET/C# experience.

Work Location/Hours:

Illinois Office of the Comptroller
325 West Adams Street
Springfield, IL 62704
Hours: 8:30a.m. – 5:00 p.m.

OR

Illinois Office of the Comptroller
100 West Randolph, Suite 15-500
Chicago, IL 60601
Hours: 8:30a.m. – 5:00 p.m.

How to Apply:

Applications can be found on the Comptroller's website, <http://illinoiscomptroller.gov/employment/> or by visiting the Office of the Comptroller, 325 West Adams, Springfield, IL 62704.

Applicants must submit the **Comptroller's application** by the closing date of this posting in order to be considered for this position. (The Office of the Comptroller may accept the results of the **Public Service Administrator, Option 3** examination or similar title, administered by the Department of Central Management Services for this position.) A detailed resume may also be attached. Complete applications (with any applicable grade notice) should be submitted to:

Michele Cusumano
Human Resources
IL Office of the Comptroller
325 West Adams,
Springfield, IL 62704

Last date to apply: Continuous Posting