



STATE OF ILLINOIS
COMPTROLLER
SUSANA A. MENDOZA

CAREER OPPORTUNITY NOTICE OF VACANT POSITION

Position Title: Senior Public Service Administrator
Department: Systems Administration
Section: Operations

Full-Time
Salary: \$50,000 - \$105,733
Union: NON-UNION/Merit Comp
Posting Number: 18-036

Description on Duties/Essential Functions: Under administrative direction of the Director of Systems Administration, serves as the Senior IT Program Manager; plans, develops and implements a collection of application development projects with complex architectures that support the operations of the Office of the Comptroller; including planning, implementing and maintaining a new Statewide Payroll System and Statewide Accounting Management System; development and supervision of a multidisciplinary team that incorporates both employees and contractors, and; overall management, monitoring and coordination of programs while adhering to defined schedules and budget.

Minimum Requirements: Requires knowledge, skill and mental development equivalent to completion of four years of college, preferably with courses in Computer Science, Business Administration, Public Administration, Information Systems, Accounting, Mathematics, Engineering or related field. Requires ten (10) or more years of progressively responsible administrative experience in IT Program Management experience. Prefers PMP, Scrum Master and Product Owner certifications or ability to obtain them within twelve months of hire.

Work Location:

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

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* consider the results of the **Sr. 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.

No other applications (including the CMS100) will be accepted. Complete applications (a detailed resume may also be attached) should be submitted to:

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

Last date to apply: Continuous

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