SPRINGFIELD OFFICE:
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740 EAST ASH • 62703-3154
PHONE: 217/782-6046
FAX: 217/785-8222 • TTY: 888/261-2887
FRAUD HOTLINE: 1-855-217-1895

CHICAGO OFFICE:
MICHAEL A. BILANDIC BLDG. • SUITE S-900
160 NORTH LASALLE • 60601-3103
PHONE: 312/814-4000
FAX: 312/814-4006
FRAUD HOTLINE: 1-855-217-1895

OFFICE OF THE AUDITOR GENERAL
FRANK J. MAUTINO

POSTING DATE: August 8, 2022
POSITION TITLE: Information Services Specialist IV
POSITION SUMMARY: IT Support Specialist for internal Information Systems
LOCATION: Springfield, Illinois
FULL-TIME SALARY RANGE: $70,896 – 101,628

APPLICATION PROCEDURE:

Interested applicants must submit a completed Illinois Auditor General employment application to:

> Jim Dahlquist
> Administrative Manager
> Office of the Auditor General
> 740 E. Ash Street
> Springfield, Illinois 62703-3154

To obtain an application, individuals may call (217) 782-6046 or TTY (888) 261-2887, e-mail us at jdahlquist@auditor.illinois.gov, write to the above address, or download our application form on line at www.auditor.illinois.gov. Assistance in completing the application is available for applicants with disabilities.

REQUIRED QUALIFICATIONS:

- Bachelor's degree in computer science, management information systems, or similar field
- Strong analytical, technical, and communication skills
- Must be able to work as part of a team, take initiative, and meet deadlines
- Working knowledge of computer software including Windows 10 OS, Microsoft Office suite, and a PDF editor
- Advanced experience in diagnosing, communicating and resolving user issues
- Advanced knowledge of networking, including firewall and network switch configuration
- Experience with routine maintenance of desktops, laptops, printers, and servers

DESIRED QUALIFICATIONS:

- Security+, CISM, or equivalent certification
- Advanced experience in Web design and development, including HTML, CSS, and Javascript
- Experience in programming and/or scripting, especially Python and Powershell
- Database development experience using Microsoft Access and/or MySQL
- Experience administering a Windows network, including Windows Server, Active Directory, Group Policy, network file systems, remote support software, and two-factor authentication

Applicants for employment with the Office of Auditor General will be subject to background checks, including fingerprint-based criminal history background checks. An individual's refusal to authorize background checks will result in withdrawal from consideration for employment. The existence of a criminal conviction will not automatically disqualify an individual from employment or employment consideration.

The Office of Auditor General is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, national origin, ancestry, citizenship, arrest record, order of protection status, age, marital status, physical or mental disability, military status or unfavorable discharge from military service, or pregnancy, childbirth or related medical condition.